



ASCENDER GUIDES





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**Semester** Select the semester you want to view attendance for.

## Detailed View

Detailed View (All Attendance) is the default view.

**Attendance**

Semester: 1

**Detailed View**

Calendar View

Totals View

**Legend**



- U: Unexcused Absences
- T: Tardies
- E: Excused Absences
- S: SCHOOL RELATED

Period	Course	Instructor	8/26	8/29	9/3	9/12	9/13	9/16	9/17	9/19	9/24	9/25
0	ADVISORY	WILLIS, ANTHONY VICTORIA		E	T				T			
1-2	HLTH SCIENCE TH	<a href="#">WOLFORD, YENI</a>		E								
3	ALGEBRA II	VARGAS, OLGA		E								
4	US HIST	AGUILERA, L ADELA		E								
5	MATH MEDI PRO	VARGAS, OLGA		E			T					
6	ANATOMYPHYS	WEAVER, VALERIA		E					T			T
7	ENGLISH III	WILLIS, ANTHONY VICTORIA		E				T		T	T	
8	READING I	WILLIS, ANTHONY VICTORIA	U	E		U						

Your schedule is displayed. The date appears in the column heading only if you were marked absent or tardy for any period during that day.

If you were present and on time for the entire day, nothing appears for the date.

If you were not present for the entire class, a code appears for the period and date. A description of each code is displayed in the **Legend**.

<b>Instructor</b>	If the teacher has provided an email address, the teacher's name is displayed as a link to that email address. If you click the name, the default email client (as specified in his Internet Options settings) opens with the teacher's address in the To field.  <b>TIP:</b> If you use web-based email (e.g., Gmail or Yahoo! Mail), you can copy the email address from the default email client to a web-based email message.
	If the teacher has provided additional notes, click  to view the notes. The notes open in a pop-up window. Click anywhere on the page to close the pop-up window.

## All Attendance/Detailed Toggle

### All Attendance:

The **All Attendance** view is selected by default, which displays the four main absence types:

- Unexcused Absence (U)
- Tardy (T)
- Excused Absence (E)
- School Related (S)

### Detailed:

☐ Click or tap **All Attendance** to toggle to the **Detailed** view where you can see more specific information for an absence, such as whether a doctor note or field trip notice is on file for that absence.

All applicable codes are listed in the **Legend**.

The codes are color coded according to the main absence types (Unexcused, Tardy, Excused, and School Related).

**Attendance**

Semester: 1

**Detailed View**

Detailed View

Calendar View

Totals View

**Legend**

U: UNEXCUSED ABSENCES (U)

T: TARDY (T)

V: Unexcused Tardy (T)

2: SUSPENDED FROM SCHOOL (E)

A: EXCUSED ABSENCES (E)

M: MEDICALLY EXCUSED (E)

Period	Course	Instructor	8/29	9/4	9/11	9/19	9/20	1/14
0	MATH 5	CADENA, JOANIA BRIAN	U	M	2	T		
1	SCIENCE 5	SHAKIR, ROSA	U	M	2	T		
2	HOMEROOM GR 5	TRIBETT, NICOLE STEVEN	U	M	2	V		
3	MATH INTERVEN5	JACKSON, T	U	M	2	V		
4	ELA 5	TRIBETT, NICOLE STEVEN	U	M	2	V	A	
5	READING 5	TRIBETT, NICOLE STEVEN	U	M	2	V	A	
6	SOCIAL STUD5	SHEGOG, CEDRIC	U	M	2	V	A	V
7	PE 5	SIMMONS, WILLIE ROSLYN	U	M	2	V	A	
7	SPANISH-5	SHAKIR, ROSA	U	M	2	V	A	

❑ Click or tap **Detailed** to return to **All Attendance** view.

**MOBILE DEVICE USERS:** On a mobile device, if you have numerous absences, you may need to tap a row to open the Details view in order to see all absences for a particular class.

## Calendar View

❑ Click or tap **Calendar View**.

**Attendance**

Semester: 1 ▼

**Calendar View**

Detailed View  
Calendar View  
Totals View

**Legend**

- U: Unexcused Absences
- T: Tardies
- E: Excused Absences
- S: SCHOOL RELATED

August 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

September 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

October 2019

Sun	Mon	Tue	Wed	Thu
29	30	1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
4	5	6	7	8

November 2019

Sun	Mon	Tue	Wed
27	28	29	30
3	4	5	6
10	11	12	13
17	18	19	20
24	25	26	27
1	2	3	4

Attendance details for 08/29/2019

Period	Class	Attendance
0	ADVISORY	E
1	HLTH SCIENCE TH	E
3	ALGEBRA II	E
4	US HIST	E
5	MATH MEDI PRO	E
6	ANATOMYPHYS	E
7	ENGLISH III	E
8	READING I	E

All months for the selected semester are displayed.

If the student was not present for the entire class for any period of the day, the date is shaded. Click the date to view the attendance details for each period. The period is only listed if your student was marked absent or tardy for that period.

## Totals View

☐ Click or tap **Totals View**.

**Attendance**

Semester: 1 ▼

**Totals View**

Detailed View

Calendar View

**Totals View** ←

**Legend**

**U: Unexcused Absences**

**T: Tardies**

**E: Excused Absences**

**S: SCHOOL RELATED**

Period	Course	Instructor	Total Absences	E: Excused Absences	U: Unexcused Absences	S: SCHOOL RELATED	T: Tardies
0	ADVISORY	WILLIS, ANTHONY VICTORIA	1	1	0	0	2
1-2	HLTH SCIENCE TH	WOLFORD, YENI	2	2	0	0	0
3	ALGEBRA II	VARGAS, OLGA	1	1	0	0	0
4	US HIST	AGUILERA, LADELA	1	1	0	0	1
5	MATH MEDI PRO	VARGAS, OLGA	1	1	0	0	2
6	ANATOMYPHYS	WEAVER, VALERIA	1	1	0	0	2
7	ENGLISH III	WILLIS, ANTHONY VICTORIA	1	1	0	0	3
8	READING I	WILLIS, ANTHONY VICTORIA	3	1	2	0	0

Your classes are listed by period, and the total number of excused absences, unexcused absences, school-related absences (e.g., UIL events or field trips), and tardies for the selected semester are listed.

The **Total Absences** column displays semester totals for all absence types, excluding tardies.

<b>Instructor</b>	If the instructor has provided an email address, his name is displayed as a link to his email address.
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**MOBILE DEVICE USERS:** Tap a row to view semester totals for the class.





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