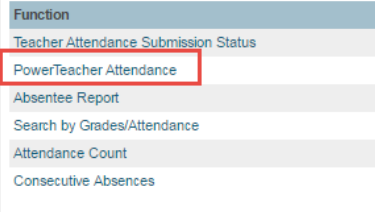
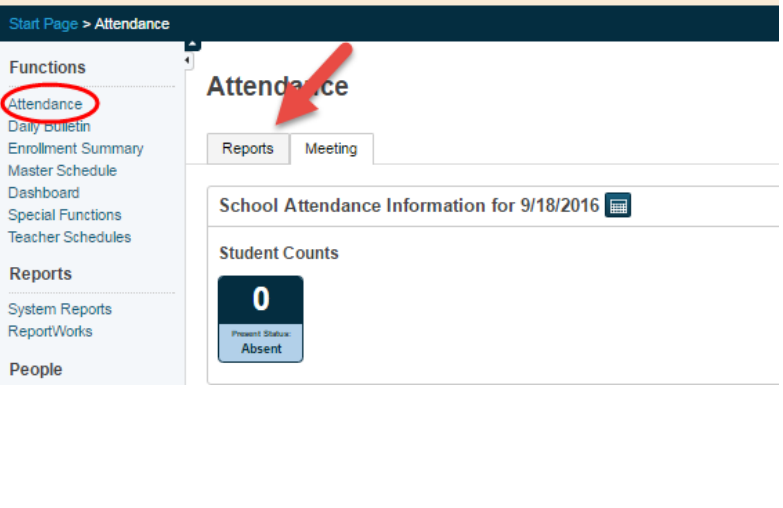
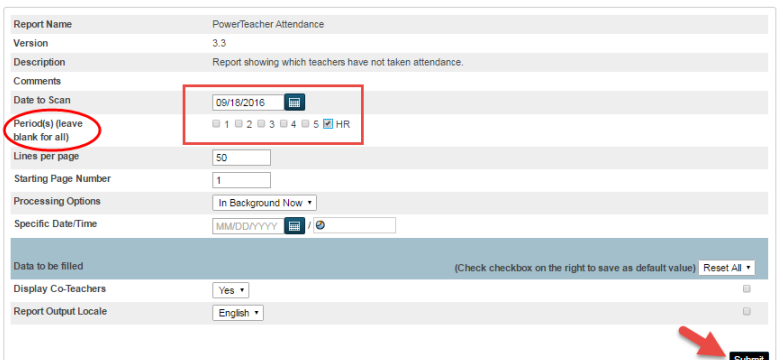
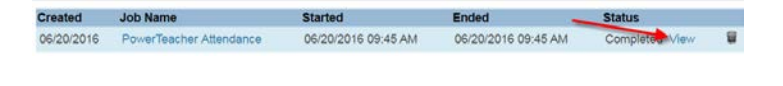



PowerTeacher Attendance Report

A report showing which teachers have taken attendance in PowerTeacher. Before beginning the Safe Arrival procedure, you will want to ensure that all teachers have submitted attendance for their Homeroom period. This report can also be used to ensure that attendance is being taken in all periods of the day.

<p>On the PowerSchool Start Page, click Attendance, from the left-hand menu. Click on the Reports tab.</p> <p>Select the PowerTeacher Attendance Report.</p> 											
<p>To run the report, set the Date and check the periods or leave blank for all.</p> <p>This will generate a list of teachers who have not yet submitted their attendance.</p> <p>Remember to click Submit.</p>	<p>PowerTeacher Attendance Report</p> 										
<p>The report should run fairly quickly. Click the View link to see the list of those who have not submitted.</p>	 <table border="1"> <thead> <tr> <th>Created</th> <th>Job Name</th> <th>Started</th> <th>Ended</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>06/20/2016</td> <td>PowerTeacher Attendance</td> <td>06/20/2016 09:45 AM</td> <td>06/20/2016 09:45 AM</td> <td>Completed View</td> </tr> </tbody> </table>	Created	Job Name	Started	Ended	Status	06/20/2016	PowerTeacher Attendance	06/20/2016 09:45 AM	06/20/2016 09:45 AM	Completed View
Created	Job Name	Started	Ended	Status							
06/20/2016	PowerTeacher Attendance	06/20/2016 09:45 AM	06/20/2016 09:45 AM	Completed View							
<p>Using the list, you can follow-up with those teachers, or input the attendance from the office if they are absent that day.</p>	 <p>Teacher No Attendance For Meeting(s)</p> <ol style="list-style-type: none"> Haq, Pantelis HR(A), <p>Page 1</p>										

Once all attendance has been entered for the day, click Attendance again on the left-hand menu and the dashboard will provide you with all of the information you require. Click on the Unexcused box, and the student names and phone numbers appear below on the main page.

Attendance

Reports Daily Meeting

School Attendance Information for 9/15/2015

Student Counts

3	6	2	1
Present	Absent	Unexcused	Excused

Filter (1) Unexcused Absence

Unexcused Absence U,PMU,AMU

Basic Filter

Clear Apply

1-2 of 2 Students

Name	Current Grade Level	Home Phone	Attendance Code
Bishop, Victor Wilson Benjamin	3	(506) 339-4888	U
Kelly, Paul Robertovich	4	(506) 300-1888	U