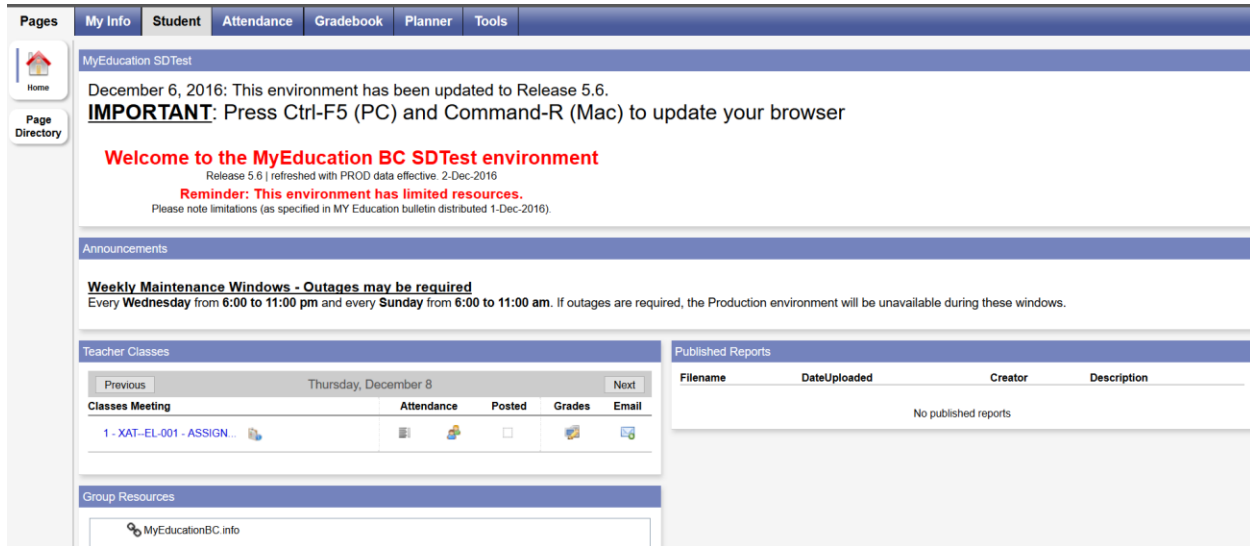


Strong start Attendance for Facilitators

1. Log into your staff view. When on your home screen, you will see your class attendance.



MyEducation SDTest

December 6, 2016: This environment has been updated to Release 5.6.
IMPORTANT: Press Ctrl-F5 (PC) and Command-R (Mac) to update your browser

Welcome to the MyEducation BC SDTest environment
Release 5.6 | refreshed with PROD data effective: 2-Dec-2016
Reminder: This environment has limited resources.
Please note limitations (as specified in MY Education bulletin distributed 1-Dec-2016)

Announcements

Weekly Maintenance Windows - Outages may be required
Every **Wednesday** from 6:00 to 11:00 pm and every **Sunday** from 6:00 to 11:00 am. If outages are required, the Production environment will be unavailable during these windows.

Teacher Classes

Thursday, December 8

Classes Meeting	Attendance	Posted	Grades	Email
1 - XAT-EL-001 - ASSIGN...				

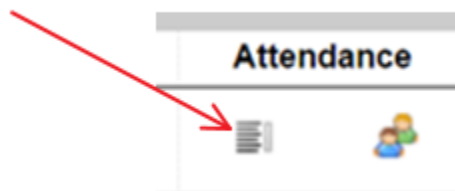
Published Reports

Filename	DateUploaded	Creator	Description
No published reports			

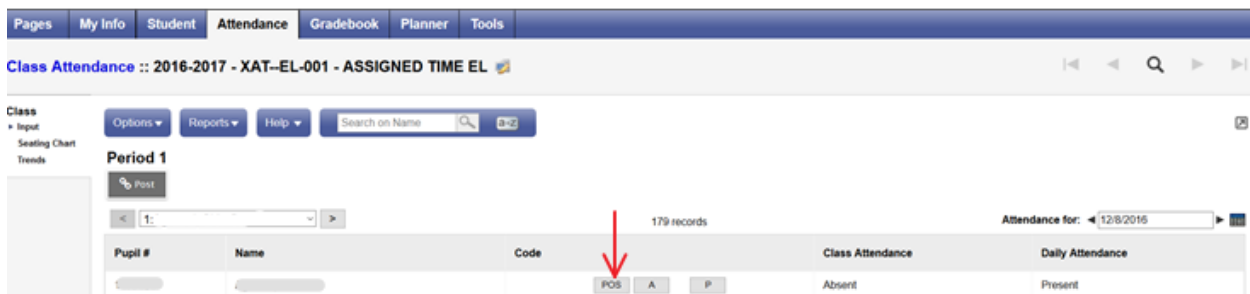
Group Resources

MyEducationBC info

2. Click on the attendance list icon next to the attendance you wish to take. NOTE: this icon will not appear on your home page on a day that is not a school day.



3. All students will be marked Absent in the Class **Attendance** column by default. In the **Code** column, click the "POS" button for Early Learners who positively attend for the day..



Class Attendance :: 2016-2017 - XAT-EL-001 - ASSIGNED TIME EL

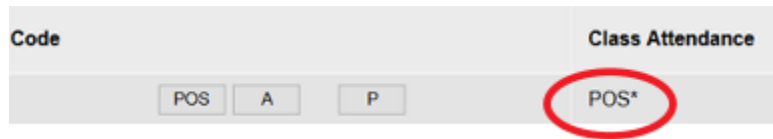
Class: Input, Seating Chart, Trends

Period 1

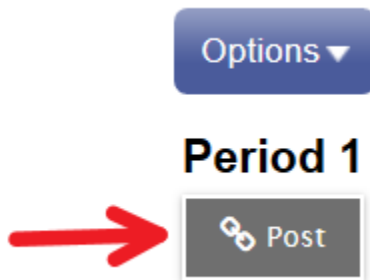
179 records

Pupil #	Name	Code	Class Attendance	Daily Attendance
		POS A P	Absent	Present

4. The Class attendance column now shows POS* (the asterisk shows you have not posted yet)



5. Post your attendance to the office by clicking the Post button.



6. You have completed your attendance.