

Attendance

Daily Homeroom Attendance -Click on the link in the Features section of the Home Page.

The screenshot shows the Progress Book interface for a class. At the top, it says 'Welcome MRS. L. BAUERDICK' and 'Class: COMPUTER ART & DESIGN: 01'. The 'Lesson Plan for 8/18/2003' section is active, showing options like 'Homeroom Attendance', 'Lunch Counts', and 'Period Attendance'. A 'Student' list on the left includes ARNOLD, JUSTIN W; BAUMER, DEREK; DARLING, CAMERON; WADDLES, SARAH K; and WHITE, LAURA, each with a checkmark icon. The 'Assignments' section is empty.

Progress Book assumes that the student is present. Teachers in the designated attendance period, select from the drop down options to report students that are not present in their class at that time.

The screenshot shows the 'Homeroom Attendance' screen. At the top, it says 'Attendance has not been taken'. Below this, there are two tables of student names, grades, and attendance status. The date is set to 12/24/2003. A 'Save' button is at the bottom.

Students	Grade	Homeroom Attendance	Students	Grade	Homeroom Attendance
BARBER, MICHAEL JAY	03		KENNEDY, SARAH	03	
BELSTERLI, JACOB	03		LANG, SARAH	03	
CALDERHEAD, HANNAH	03		NOBLE, BYRON	03	
COLE, IAN	03		RANNELS, JACOB	03	
CONNOR, CASSADY	03		SEYMOUR, DYLAN	03	
DINGESS, KARA	03		SHAWVER, LAURA	03	
FEATHERINGHAM, NICHOLAS	03		SMITH, BRYANNA	03	
GRAY, KATIE	03		SPORE, KATELYNN	03	
HAMMOND, LOGAN	03		STACY, JACOB	03	
HOLT, RIDGE	03		STEMPLE, GAGE	03	
HUFFMAN, KENNETH	04		STERRY, ZACHARY	03	

Note: At the top of this screen is a message, stating that Attendance has not been taken. As soon as save is click, it will go away. Take attendance every day, even if you have everyone present.

Class Period Attendance

Click on "Period Attendance" in the Features section of the Home Page to take class period attendance for a scheduled class.

Click onto the "Class" drop down window and select your class you need to do period attendance.

Progress Book assumes that the student is present. The teacher makes the correct selection for students that are not in the class.

The screenshot shows a web browser window titled "Attendance - Microsoft Internet Explorer". The address bar displays the URL: <https://progressbook.ncocc-k12.org/Teacher/ClassAttendanceForm.asp?AttType=P&ID=190>. The page header includes the "Progress Book" logo and navigation links for "Grade Book", "Help", and "Logout". Below the header, there is a "Class Dashboard" section with a "Class" dropdown menu set to "COMPUTER ART & DESIGN: 01" and a "Date" field set to "8/18/2003".

Students	Grade	HR Att	Period Att	Students	Grade	HR Att	Period Att
ARNOLD, JUSTIN W	12			WADDLES, SARAH	12		
BAUMER, DEREK	11			WHITE, LAURA	12		
DARLING, CAMERON	12						

Below the tables is a "Save" button. At the bottom of the browser window, a status bar shows the system tray with the time "1:37 PM" and the user name "MRS. L. BAUERDIT".