

MYED PORTAL – VIEW STUDENT’S ATTENDANCE

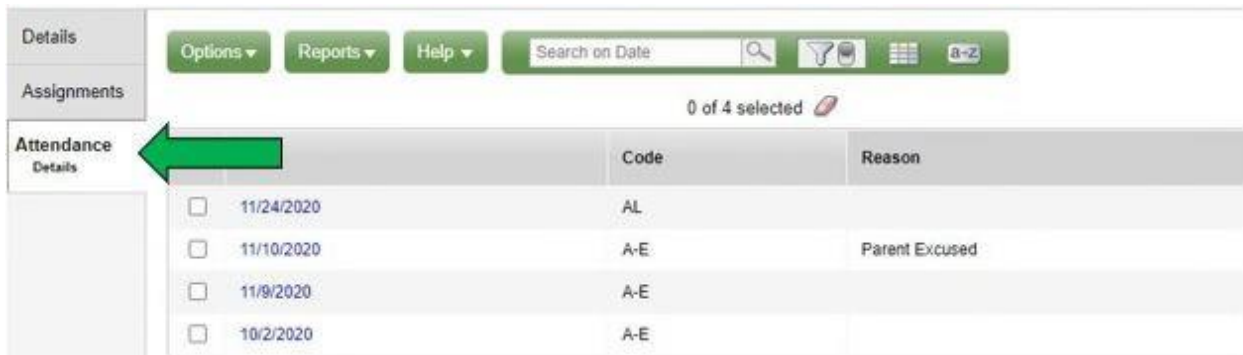
1) Click - **Academic** (top tab).

- Lists the student’s current classes scheduled and indicates the late/absences for each class (on the right side).



The screenshot shows the top navigation bar with tabs: Pages, Family, Academics, Groups, and Calendar. The Academics tab is highlighted in green, and a green arrow points to it. Below the navigation bar is the 'Classes' section. On the left is a sidebar with 'Attendance' selected. The main area contains buttons for 'Options', 'Reports', and 'Help', a search bar labeled 'Search on Term', and a 'Student' dropdown menu.

2) For more specific details of the absences click – **Attendance** tab (on the left side).



The screenshot shows the 'Attendance' tab selected in the sidebar. The main area displays a table of attendance records. Above the table are buttons for 'Options', 'Reports', and 'Help', and a search bar labeled 'Search on Date'. The table has columns for 'Code' and 'Reason'. A green arrow points to the 'Attendance Details' tab in the sidebar.

		Code	Reason
<input type="checkbox"/>	11/24/2020	AL	
<input type="checkbox"/>	11/10/2020	A-E	Parent Excused
<input type="checkbox"/>	11/9/2020	A-E	
<input type="checkbox"/>	10/2/2020	A-E	

3) To view the next class, use the arrows on the top right corner to scroll.

