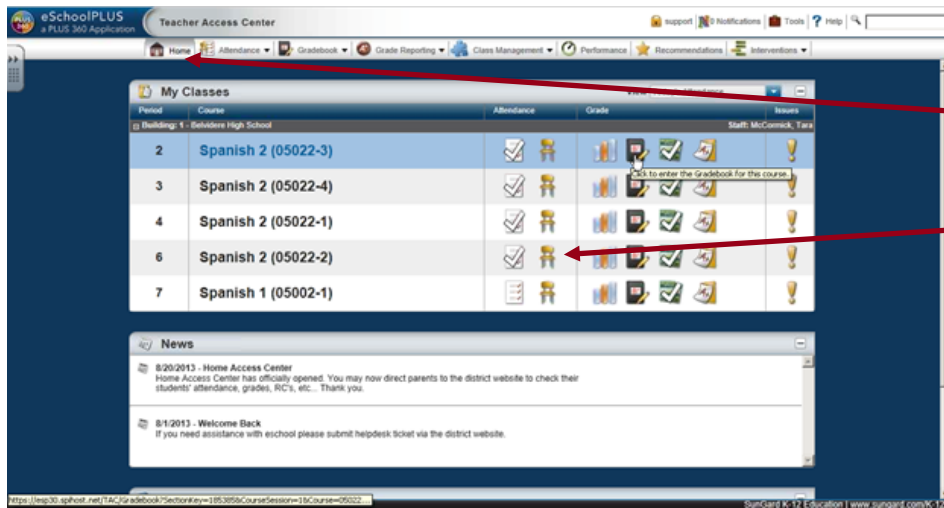


eSchoolPlus Teacher Access Center Attendance QuickTips

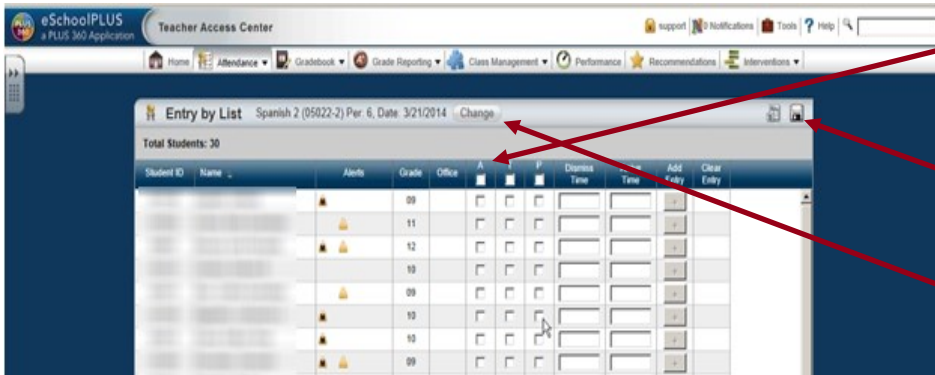


Log into eSchoolPlus Teacher Access Center.

Click the **Home** button at anytime to go back to your course list.

To take attendance, click on the chair icon next to the desired course. If all students are present, click the chair icon and save.

Step 1

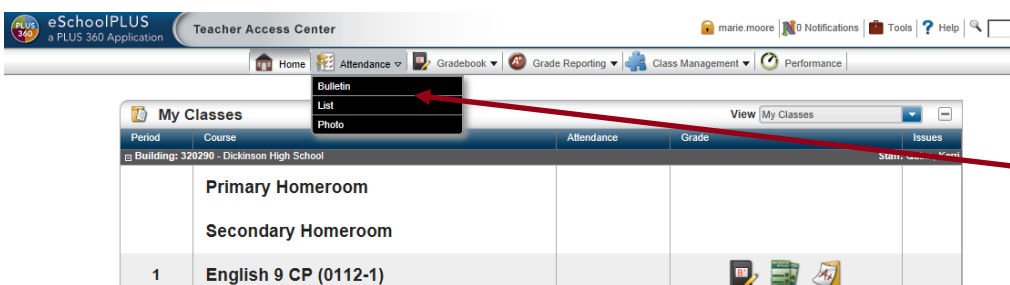


Check the box in the **A** column for each student who is absent. *Note: Only mark the **P** column if you mark someone Absent by mistake.*

Click the **Save** Icon.

To change to a different course click the **Change** button at the top.

Step 2



To view the **Bulletin** go to your **Home** page and click on the Attendance drop down and select **Bulletin**.

Enter the attendance date and pick the students you want to see. Then click **Refresh Bulletin** button.

