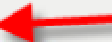


Teacher Access Center

Morning Bulletin

- View Student List
- Take Attendance
- Morning Bulletin 
- Define Assessments
- Score Assessments
- Enter Interim Progress
- Enter Report Cards
- Enter Competencies
- Email Students/Guardians

The **Morning Bulletin** is a page that will display student attendance information. This is real-time data that will update as information is entered by the office staff.

In the menu on the left side of the screen, click the **Morning Bulletin** link.

Select an **Attendance Date**. Choose a **Show** option, then click the **Refresh Bulletin** button.

Morning Bulletin

Attendance Date:

Show:

Building:

SAMPLE BULLETIN

Student	Grade	Room	Period	Absence	Dismiss	Arrive	Source	Comment
Brookheimer, Melody	12	103	HRM	Unexcused Absence			Office	
Hall, Tyrone, III	11	103	HRM	Unexcused Absence			Office	
Hayes, Ty	09	103	HRM	Death in Family			Office	
Hertz, Nathan	12	103	HRM	Unexcused Absence			Office	
Johnson, Rudy	09	103	HRM	Tardy Unexcused			Office	

Click on a student to view personal information.

Click on the **Attendance Information** link for more details attendance information for that student.

Attendance Information

Building	Room	Course	Description	Attendance Period	Scheduling Period	Absence	Dismiss	Arrive	Source
BLDG02	103	N/A	Primary Homeroom	HRM		Unexcused Absence			Office

SAMPLE DETAILED ATTENDANCE FOR INDIVIDUAL STUDENT

Color Legend			
Multiple codes	Activity	Absent Religious	College Visit
Excused Absence	In School Suspension	Nurse Code	Out of School Suspension
Tardy Excused	Tardy Unexcused	Unexcused Absence	Present
Excused Absence	Death in Family	Public Service	Natural Disaster
Car Accident (No color specified in setup)	Missed Bus (No color specified in setup)	Field Trip (No color specified in setup)	Over Slept (No color specified in setup)

September 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2007						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2007						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					