

## Perfect Attendance Report

Index>Attendance>Reports>Period Count

1. Enrollment Effective Date: Current Date
2. Report Type: Total Count
3. Start Date: Start Date (first day of school/first day of semester)
4. End Date: End Date needed
5. Having at least: Leave blank
6. Having at most: 0
7. Status Section: Leave all boxes blank
8. Excuse Code: Check the boxes of all attendance codes that are absences (see below)
9. Generate Report

See Below for an example:

Which students would you like to include in the report?

Grade  Ad Hoc Filter

Enrollment Effective Date:

Report Type:  Total Count  Count By Period

Start Date:  End Date:

Having at least:  attendance marks  
Having at most:  attendance marks

Group Options:  Period  Period Schedule  
Sort Options:  Alpha  Grade/Alpha

Status:  All  
 Absent  
 Tardy  
 Early Release

Excuse:  All  
 Unknown  
 Excused  
 Unexcused  
 Exempt

Leave this section blank

Excuse Code:  All (excuses count: 24)

<input checked="" type="checkbox"/> AEL: Alternative Educational Location	<input checked="" type="checkbox"/> EMD: Medical - Health Care Professional Note	<input checked="" type="checkbox"/> ISS: In-School Suspension
<input checked="" type="checkbox"/> AUK: Unverified	<input type="checkbox"/> EMI: Excused Missed Instruction	<input checked="" type="checkbox"/> MED: Medical
<input checked="" type="checkbox"/> CIT: Child In Transition	<input checked="" type="checkbox"/> FCA: Absence Due to Foster Care	<input checked="" type="checkbox"/> RWY: Runaway
<input checked="" type="checkbox"/> CT: Confirmed Truant	<input checked="" type="checkbox"/> FIN: Finished Distance Ed Course	<input type="checkbox"/> SCH: School Activity
<input checked="" type="checkbox"/> CTAB: WCHD Contact Tracing Absent	<input type="checkbox"/> HDCT: Health Department Contact Tracing	<input checked="" type="checkbox"/> SUS: Out of School Suspension
<input checked="" type="checkbox"/> CTL: Confirmed Truancy Letter	<input checked="" type="checkbox"/> HDE: WCHD Med Exclusion	<input checked="" type="checkbox"/> SUS3: Suspension Instruction Provided
<input type="checkbox"/> DLP: Distance Learning Present	<input type="checkbox"/> HDED: WCHD Excluded Working on Distance Learning	<input type="checkbox"/> T: Unexcused Missed Instruction
<input checked="" type="checkbox"/> DOM: Domestic	<input checked="" type="checkbox"/> IAB: Intervention Absence	<input checked="" type="checkbox"/> UNV: Unverified

Report Format: