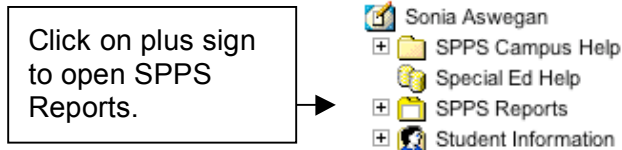


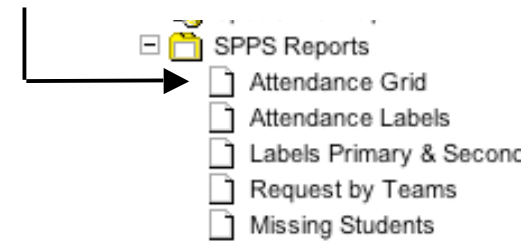
Campus Attendance Grid Report

Use the Attendance Grid report for a visual look at an individual student's attendance showing days of activity.

1. Select Campus Home page, and click to open SPPS Reports



2. From list of reports, select '*Attendance Grid*'.



3. When the page appears, type in student number, student name or other identifying information, then click *Submit*.

The image shows a 'Student Search' form with fields for Student Number, Last Name, First Name, Middle Name, and Birth Date. A 'Submit' button is at the bottom.

4. Click on the correct student's name.
- The student's enrollment history displays in a list (right side of screen).
 - Choose the line of history to see the student's corresponding attendance for that year.

5. Two links appear for each line of enrollment history.
- View Online**—Scroll down to see the report. (Not intended for printing.)
 - Open in New Window**—Click on this option if you wish to print the report.

For both views, the report lists demographic data, enrollment history and attendance information. The key is at bottom of the report.

Enrollments for [REDACTED]	
Click to change Calendars and open a grid for that enrollment.	
To view the grid online only, click 'View Online'. To open the grid in a new window for a printable report	
09-10 230 Johnson S [09/08/2009-]	View Online / Open in New Window
09-10 705 JohnSrSu [06/22/2009-]	View Online / Open in New Window
08-09 750 ExD JohnsonSr [10/06/2008-01/23/2009]	View Online / Open in New Window
08-09 230 Johnson S [09/02/2008-06/09/2009]	View Online / Open in New Window
08-09 712 ALCSecEx S [06/23/2008-06/26/2008]	View Online / Open in New Window
07-08 712 ALCSecEx S [01/25/2008-03/05/2008]	View Online / Open in New Window
07-08 230 Johnson S [09/04/2007-06/05/2008]	View Online / Open in New Window
07-08 712 ALCSecEx S [07/16/2007-07/27/2007]	View Online / Open in New Window
07-08 712 ALCSecEx S [06/25/2007-07/09/2007]	View Online / Open in New Window
06-07 712 ALCSecEx S [01/19/2007-04/16/2007]	View Online / Open in New Window
06-07 230 Johnson S [09/05/2006-06/12/2007]	View Online / Open in New Window
06-07 705 JohnSrSu [06/26/2006-07/11/2006]	View Online / Open in New Window
05-06 742 Murray S [09/08/2005-06/14/2006]	View Online / Open in New Window