

How do I mark myself present in every class?

Step 1: Log in to Infinite Campus. Notice: *Assignments Due Today*

The screenshot shows the Infinite Campus interface. On the left is a navigation menu with options like Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Academic Plan, Reports, Message Center, Discussions, and More. The main content area is titled 'Today Monday, April 27, 2020'. It features a section 'Assignments Due Today' with a list of assignments: Attendance 04/27 for Biology, Computer Science Honors, English 1 Honors, Geometry Honors, Covid-19 Make up week of April 27 for Geometry Honors, Attendance 04/27 for Homeroom 9, Physical Education, Science Research, and World History. To the right is a class schedule table with 8 rows, each representing a class period with its time, room, and teacher.

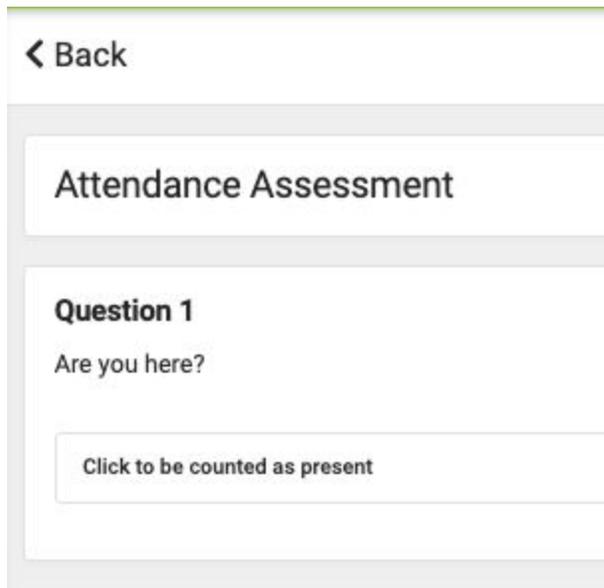
Period	Time	Room	Teacher
1	8:09 AM - 8:57 AM	Rm: 303	
2	Biology 9:00 AM - 9:48 AM	Rm: 321	Franchetti, L
3	Geometry Honors 9:51 AM - 10:39 AM	Rm: 201	Beqiraj, Leonard
4	World History 10:42 AM - 11:30 AM	Rm: 312	Barainyak, Phillip Lawrence
5	Lunch 11:33 AM - 12:21 PM	Rm: CAF	
6	Physical Education 12:24 PM - 1:12 PM	Rm: GYM	Jones, Kristin M
7	Science Research 1:15 PM - 2:03 PM	Rm: 322	Latchford, Kevin
8	Computer Science Honors 2:06 PM - 2:54 PM	Rm: 217	Silverman, Lee

Step 2: Click on your first class. Click: *Start Assessment*

The screenshot shows the 'Attendance 04/27' assignment page for 'Computer Science Honors'. It displays the assigned time (Today at 12:00 AM) and due time (Today at 11:59 PM). A blue 'Start Assessment' button is visible. Below the button is a 'Score Info' section with a blue banner stating 'This assignment is not included in the grade calculation.' At the bottom, a table shows the current score and total points.

Score	Total Points
Not scored yet	1

Step 3: Click to be counted as present.



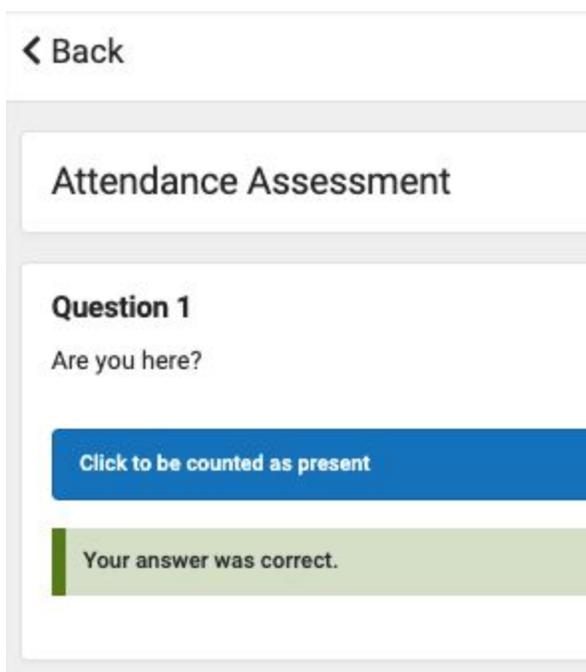
← Back

Attendance Assessment

Question 1
Are you here?

Click to be counted as present

Step 4: Notice how the button turns blue AND the green box appears!



← Back

Attendance Assessment

Question 1
Are you here?

Click to be counted as present

Your answer was correct.

Step 5: Click on <Back. Repeat this process for all of your classes, including Homeroom! Your Infinite Campus Assignment Due Today screen should look like this now!

Today Monday, April 27, 2020

Assignments Due Today	
Attendance 04/27 Biology TURNED IN	1/1 (100%) >
Attendance 04/27 Computer Science Honors TURNED IN	1/1 (100%) >
Attendance 04/27 English 1 Honors TURNED IN	1/1 (100%) >
Attendance 04/27 Geometry Honors TURNED IN	1/1 (100%) >
Covid-19 Make up week of April 27 Geometry Honors	>
Attendance 04/27 Homeroom 9 TURNED IN	1/1 (100%) >
Attendance 04/27 Physical Education TURNED IN	1/1 (100%) >
Attendance 04/27 Science Research TURNED IN	1/1 (100%) >
Attendance 04/27 World History TURNED IN	1/1 (100%) >

1	English 1 Honors 8:09 AM - 8:57 AM	Ngima, Sebastian S Rm: 303
2	Biology 9:00 AM - 9:48 AM	Franchetti, L Rm: 321
3	Geometry Honors 9:51 AM - 10:39 AM	Beqiraj, Leonard Rm: 201
4	World History 10:42 AM - 11:30 AM	Barainyak, Phillip Lawrence Rm: 312
5	Lunch 11:33 AM - 12:21 PM	Rm: CAF
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8	Computer Science Honors 2:06 PM - 2:54 PM	Silverman, Lee Rm: 217

Thanks for doing your part to be counted as present in all of your classes, every day!

If you are having trouble getting started on your work, or you need help with some part of an assignment, reach out to your teachers on Google Classroom or via email. We are here to help you make progress in your learning! We want you to be successful!