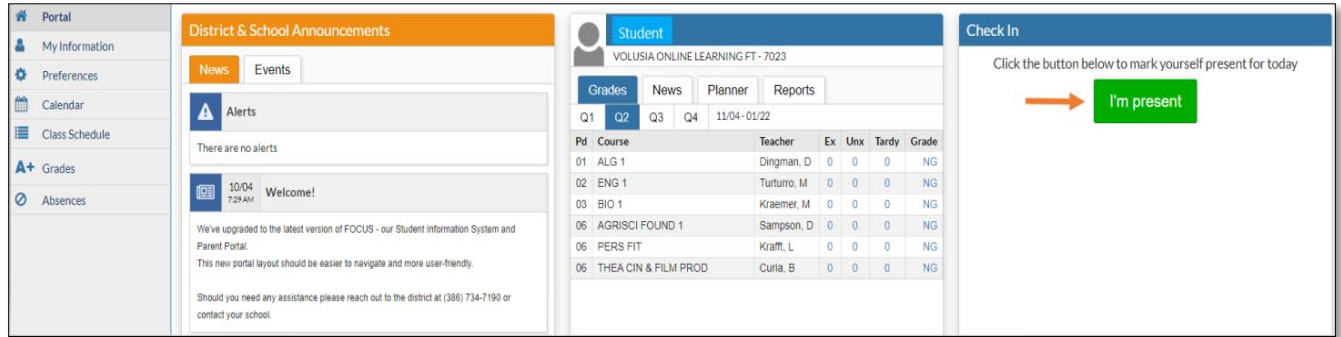


Attendance Check-In Block-Student Guide

1. Upon logging into your Focus Student Portal, the Portal page will display by default.



2. Click the green I'm present button each day to mark yourself present for the whole day.



3. Now your button will be grayed out and your attendance records will be updated. Your teacher will receive notice that you have checked in.

- Note: Even after you have checked yourself in, your teacher(s) are reviewing your attendance and can adjust your attendance based on your participation.

