Attendance

Programme administrators / Instructors might use Attendance activity to allow you to take attendance during class.

<u>**Take your attendance**</u>

1) In course main page, press the name of the Attendance activity
2) In Attendance page, press **[This course]** tab
3) At the rightmost of a session's row, press "**Submit attendance**"
4) Select the radio button of your attendance status of this session
5) Press **[Save changes]**