Attendance Clerks Can Too Easily and Unintentionally Wipe Out Attendance Events

06-12-2014 11:15 AM
District Scarsdale Public Schools
State NY

I have finally found out why our attendance clerks accidentally wipe out existing attendance events, unbeknownst to them. If they click New on the Attendance tab, the screen does not show pre-existing attendance events and if they go ahead and add a new event and save it, they will have just wiped out the pre-existing event for the date that they entered the new event for.

This has been an issue for years, but I was never able to reproduce the issue and always concluded that it is a user error. While it is a little bit of a user error, i.e. it only happens if the user overlooks that there is already a pre-existing attendance event for the date in question, it can happen too easily because these users are very busy and it is too easy to overlook an existing event, especially if the student has a lot of attendance events for lots of dates.

When clicking New on the Attendance Tab, it should bring up today's events, and if the user changes the Date, the screen should switch to showing pre-existing events from the corresponding date.

Another hint is to check the Daily Attendance report. If there is any activity for a student on the report you can click on the student name and then add whatever information in addition to what was there without changing anything. Also, when you enter a student tardy and also have an early dismissal later in the day the wizard can be used and it will not wipe out the tardy.

End of Forum Chat