

1. Log into account. (see above)

2. Click "Schedule" tab on navigation bar.

Return to Main Site | Schedule A Demo | Make-Ups | Log Out | My Account

Account information for Dominique

Balance: \$0.00

My Contact Info | Students | Enrollments | **Schedule** | Payment History | Other Contacts

First Name*: Dominique
Last Name*: Jaramillo
Address*: [Redacted]

3. All of your scheduled classes are listed. Click on "Mark Absent" on the class you will be missing.

Return to Main Site | Schedule A Demo | Make-Ups | Log Out | My Account

My Schedule

Account information for Dominique

Balance: \$0.00

My Contact Info | Students | Enrollments | **Schedule** | Payment History | Other Contacts

Show entries for: 3 months Student: Joseph


	Date	Item	Time	Student	
Tuesday	04/12/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM		Mark Absent
Tuesday	04/19/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM	Joseph Jaramillo	Mark Absent

4. If you're able to attend class after all, follow the steps above and click on "Undo Absent".

Return to Main Site | Schedule A Demo | Make-Ups | Log Out | My Account

My Schedule

Account information for Dominique



Balance: \$0.00

My Contact Info | Students | Enrollments | Schedule | Payment History | Other Contacts

Show entries for: 3 months Student: <Any>

	Date	Item	Time	Student	
Tuesday	04/12/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM	Joseph Jaramillo	Undo Absent
Tuesday	04/19/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM	Joseph Jaramillo	Mark Absent