

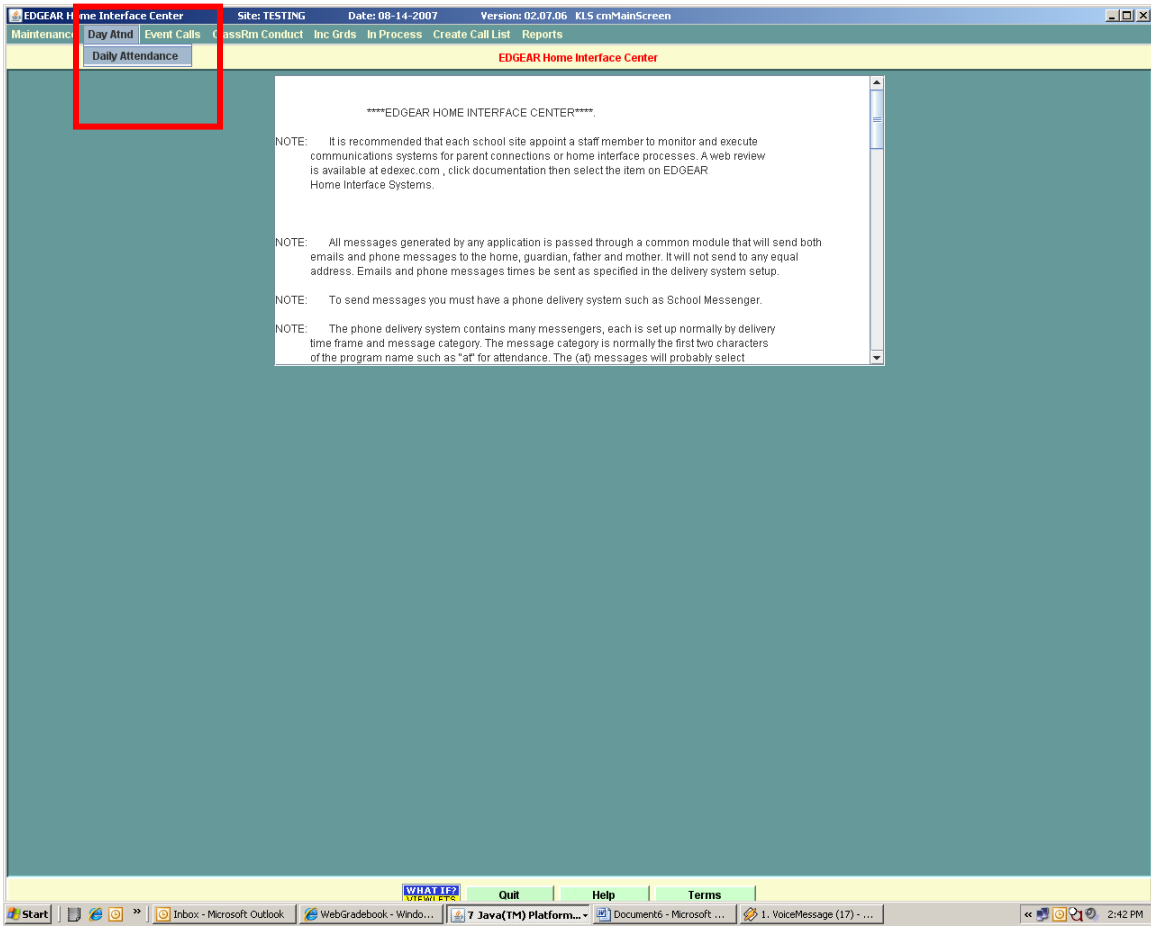
School Messenger Attendance Instructions

The screenshot shows the ED GEAR software interface. The main content area displays several sections of text and instructions. On the right-hand side, there is a vertical column of navigation buttons. The 'Telephony' button in this column is highlighted with a red rectangular box. The main content area includes sections for 'EMPLOYMENT', 'Student Course Requests and Parent Web', 'Teachers Correcting Posting Attendance Errors', and 'Student Demographic Fast Loader'.

Click Telephony

The screenshot shows a 'Please Confirm' dialog box. The text inside the dialog box reads: 'Do you wish to use the new EDGEAR Home Interface Command Center? If not, click 'NO' to load the Telephony Standard Dashboard.' Below the text are two buttons: 'Yes' and 'No'. The 'Yes' button is highlighted with a red rectangular box.

Click Yes



Click Day Atnd Click Daily Attendance

Setup Box 11.30.06

SCHOOL YEAR: 0708

DISTRICT: 053

SCHOOL: 700 Tangipahoa Central Office

INCLUDE GRADES: -1 THRU: 12

DATE FROM: 08/15/2007 TO: 08/15/2007

SKIP CODES FOR DAILY LIST : S E D P N

SKIP CODES FOR MESSAGES : S E D P N

(MESSAGE)SKIP CHECKOUTS AFTER: 09 HR 00 MIN

SKIP CHECK-INS FOR MESSAGES: YES NO

Caller's Name in Messages : Louis Joseph

LIST BY: Alpha GradeAlpha HRAlpha

Choose the Staff System you have: JStaff HR

Get Teacher Emails :

Email TO Email: levar.james@tangischool.org

FROM Email: levar.james@tangischools.org

Okay Cancel

Your Principal's Name should appear

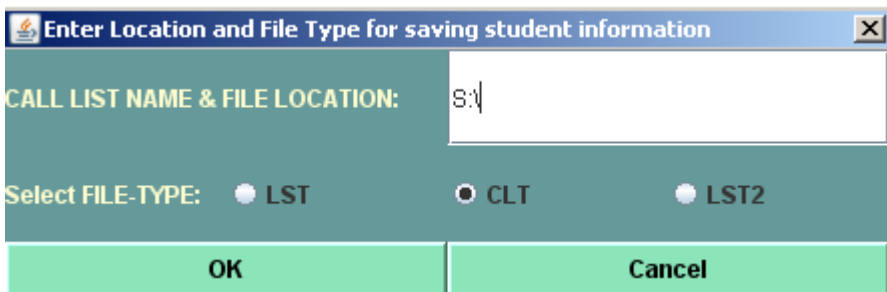
The setup screen should look similar to the screen above. Verify everything is correct. Pay close attention to the skip codes. Click Okay.

sel	StudentName	Sidno	Grd	Date	Utime	UCode	Time	Code	Urca	Urdate	Urreason	Inreason	Urreason	sch
<input checked="" type="checkbox"/>	JAMES LEVAR	1111111	01	2007-05-15	08:00	05 U					Note Needed			001
<input checked="" type="checkbox"/>	ALLEN VICKI	2222222	04	2007-05-15	08:00	05 U					Note Needed			001
<input checked="" type="checkbox"/>	SARAGUSA RICKY	3333333	01	2007-05-15	08:00	05 U					Note Needed			001
<input checked="" type="checkbox"/>	GRAHAM MARSHA	4444444	03	2007-05-15	08:00	05 U					Note Needed			001

The list is generated. Uncheck anyone you don't want the system to call.

Hide Columns **SendVoiceMessage** Setup Quit Print Absentee List SendTxtVoiceMessage

Click SendVoiceMessage



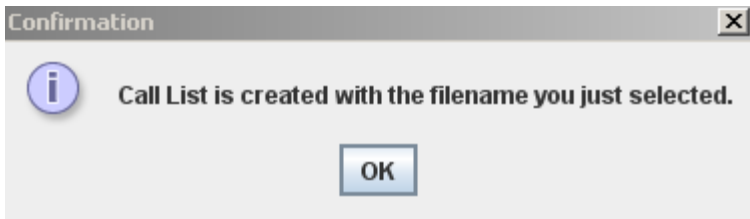
Type your school code:

Ex. Amite Elementary would type: S:\ 001

Nesom would type: S:\ 021

The path must be the same as above.

Click OK



Click OK

The attendance clerk will receive an email report of the phone calls that were made.