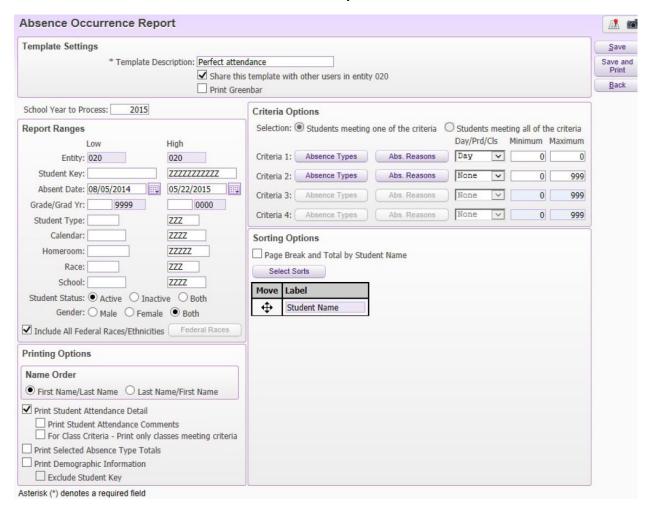
## **Perfect Attendance Report Parameters**



## Office/Attendance/Reports/Absence Occurrence Report

Criteria 1: You will need to click on the Absence Types button. Select all of your types you want to include for perfect attendance purposes (Available Other Types include Alt school, homebound, etc., that are codes for students who are considered present for perfect attendance purposes, but not necessarily in your building). Once you select your types, they will move to the right side of the screen. Save.

Click on the Absence Reason button and select all reasons. Save. Make sure you have Day selected to the right of the Absence Reason button and 0 set for your minimum and maximum.

I do not have anything selected in Criteria 2. That button will be hi-lighted once you complete Criteria 1. Feel free to choose whatever you want to display on your report in the Printing Options box.