



## **Training Manual**

### **- Hourly Attendance -**

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**School Pathways SIS continues to grow! As we add to the product the manual will change and the changes will be posted on the Internet. This manual can be found on our web site, [www.schoolpathways.com](http://www.schoolpathways.com) under the PRODUCTS link.**

# Hourly Attendance in Learning Centers

To set classes up as hourly attendance classes go to Learning Centers>Management>List Classes

Set up your class and choose the type of hourly attendance you want to attach the hours to. Each class can only be set to one type of hourly attendance.

- K-12 Core Instruction - Hourly
- 7-12 Remedial - Hourly
- 2-9 Promotion/Retention - Hourly
- 2-6 Risk of Retention - Hourly
- 2-6 Low STAR Score - Hourly

Classes	Dash	Basic Info	AWR	Grade Weights	Optional Info	CREDO	Attachments	Curricula	Calendar	Instructor	
Code *	1000H			Name *	CAHSEE Math Prep						
Instructor *	Brenneman, Kathleen			Reg Status	Open						
Section *	02H			GradeLevels *	<input type="checkbox"/> AD <input type="checkbox"/> US <input type="checkbox"/> UE <input type="checkbox"/> IN <input type="checkbox"/> PS <input type="checkbox"/> KN <input type="checkbox"/> 01 <input type="checkbox"/> 02 <input type="checkbox"/> 03 <input type="checkbox"/> 04 <input type="checkbox"/> 05 <input type="checkbox"/> 06 <input type="checkbox"/> 07 <input type="checkbox"/> 08 <input type="checkbox"/> 09 <input checked="" type="checkbox"/> 10 <input checked="" type="checkbox"/> 11 <input checked="" type="checkbox"/> 12 <input type="checkbox"/> Check All						
School Track *	<input checked="" type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C										
City	Portola										
County	Plumas										
Grade Method	As Entered										
Grade Weighting	Flat Averages										
Class Registration Window	2007/2008 School Year (06/05/2007 - 05/20/2008)				Attendance by LP	<input type="checkbox"/> Yes					
Room	N/A				Attendance of Record	<input type="radio"/> No <input type="radio"/> Yes, ADA <input checked="" type="radio"/> Yes, Hourly CAHSEE Prep Math					
Curric. Category *	Electives				Max Class Size	20					
Trans Category *	Electives				Min Class Size *	5					

Teachers then take attendance in Learning Centers for their class by the day.