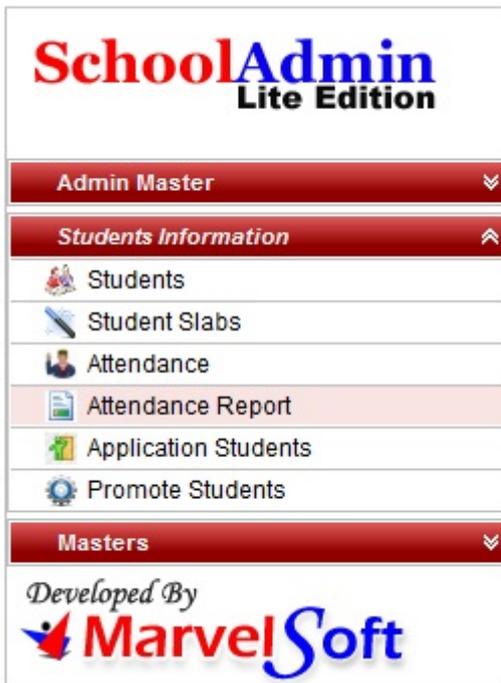


Printing Attendance Report

Goto Students Information, Click on Attendance Report



Student Monthly Attendance Report

In this menu User can print the monthly attendance report of all students with respect to their Class and Section or can print the attendance report of individual student.

Individual attendance report will be useful to provide student at the end of the academic year or at the end of test and term result.

Class attendance report is useful for maintaining the attendance report of all the class in every Academic year

You may also give attendance on daily basis in **Daily Attendance module** which you can get on Upgrading your SchoolAdmin Lite.

Click on Attendance report menu , attendance master window will be shown as below

User can Print the attendance report in two ways.

1. **Class Attendance** report.
2. **Individual Student** Attendance report.



Class Attendance Report

Steps to fetch class attendance report

1. Select class , section.
2. Click on Filter button.
3. You will get the Class attendance as shown in above figure.

4. Click on Print button.

Student Attendance

Class* I Std Section* A Student* --Select-- **Filter** **Reset** **Print**

Attendance Master						
Sl.No.	Student Name	Admission No	Roll No	Total No of Days	Present No of Days	Percentage
1	Kruthi	101	1	245	228	93.06
2	Sujay	102	102	245	219	89.39
3	Priya	103	103	245	227	92.65
4	Ravish	123	12312	245	225	91.84
5	Ranvijay	122	12312	245	223	91.02
6	Arnav	111	234	245	229	93.47
7	Ramya	114	sa	245	225	91.84
8	Supriya	155	453	245	210	85.71
9	Sukanya	233	546	245	220	89.8
10	Tejas	256	567	245	226	92.24
11	Keerthi	333	456	245	220	89.8
12	Revathi	236	545	245	220	89.8
13	Kishore	125	534	245	224	91.43
14	Ramakanth	126	4532	245	222	90.61
15	Roopa	127	32543	245	216	88.16
16	Aryan	235	435	245	231	94.29
17	Surya	236	35435	245	221	90.2
18	Kanasu	237	4434	245	229	93.47

User must select both **class** and **section** to fetch the complete class Attendance.

5.Attendance report panel opens as shown in below figure.

MarvelSoft High School
 #384 , 19G Main,
 1st Block ,Rajajinagar
 Bangalore - 560091

Student Attendance for the Academic Year – 2012-13

Sl No.	Student Name	Class	Section	No Of Working Days	Present Days	Percentage
1	Kruthi	I Std	A	245	228	93.06
2	Sujay	I Std	A	245	219	89.39
3	Priya	I Std	A	245	227	92.65
4	Ravish	I Std	A	245	225	91.84
5	Ravish	I Std	A	245	223	91.02
6	Arnav	I Std	A	245	229	93.47
7	Ramya	I Std	A	245	225	91.84
8	Supriya	I Std	A	245	210	85.71
9	Sukanya	I Std	A	245	220	89.8
10	Tejas	I Std	A	245	224	90.17

Show Adobe Reader toolbar

Close

[click here to download class_attendance.pdf report](#)

Individual Student Attendance Report

Student Attendance

Class* I Std Section* A Student* Priya Patil **Filter** **Reset**  **Print**

Attendance Master				
Sl.No.	Month	Total No of Days	Present No of Days	Percentage
1	Jul	27	24	88.89
2	Aug	25	25	100
3	Sep	25	21	84
4	Oct	22	21	95.45
5	Nov	24	23	95.83
6	Dec	26	24	92.31
7	Jan	27	23	85.19
8	Feb	24	23	95.83
9	Mar	20	18	90
10	Jun	25	25	100
Total		245	227	92

Steps to fetch individual student attendance report

1. Select class , section and student.
2. Click on Filter button.
3. You will get the Individual student attendance as shown in above figure.
4. Click on Print button.

Attendance report panel opens as shown in below figure.

User must select Class , section and Student to fetch the attendance details and print the report.

**MarvelSoft High School**

#384 , 19G Main,
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Student Attendance for the Academic Year – 2012-13

Student Name	Priya Patil		
Class	I Std	Section	A
Admission No	103		

Sl No.	Month	No Of Class Conducted	Present Days	Percentage
1	Jul	27	24	88.89
2	Aug	25	25	100.0
3	Sept	27	23	84.0
4	Oct	22	21	95.45
5	Nov	24	23	95.83

Close

[click here to download student_attendance.pdf report](#)