

Adding Virtual Day Override Day Events on Calendar (Massachusetts)

Last Modified on 03/11/2024 8:46 am CDT

- [Adding a Virtual Day Override Day Event](#)
- [When Should I Not Use This?](#)
- [Additional Information](#)

Tool Search: Day Setup

A Virtual Day Event Override was added as a Day > Type attribute. This field helps in attendance reporting for calendars where blended learning groups were not set up correctly at the beginning of the school year. This option allows districts to count a calendar day as virtual for the district even if blended learning groups were not set up.

This is an override code, ALL students will have attendance calculate as virtual regardless of Blended Learning Group assignment when the Day Event "Virtual Day" is added to a day on the calendar

Adding a Virtual Day Override Day Event

1. Navigate to the Days tool (System Administration > Calendar > Calendar > Days > Day Event > Type) or search for Day Setup in the New Look of Infinite Campus search bar.
2. Select a day in the calendar.
3. Click the **Add DayEvent** button.
4. Select a **Type** of 'VD: Virtual Day Override'.
5. Click **Save Day/Day Events**.

Day Setup ☆
Scheduling & Courses > Calendar Setup > Day Setup

Save Day/Day Events
Delete Day/Day Events
Day Reset
Day Rotation
Print
Print Rotation
Multi Day Event

October 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				01 R	02 F	03
04	05 M	06 T	07 W	08 R	09 F	10
11	12	13	14 W	15 R	16 F	17
18	19 M	20 T	21 W	22 R	23 F	24
25	26 M	27 T	28 W	29 R	30 F	31

Event on this Day

Day Detail
Date: 10/06/2020
Day #: 15
Period Schedule: T
School Day: ☒
Instruction: ☒
Attendance: ☒
Start Time:
End Time:
Duration: 0
Comments:

Day Events
Type:
Duration:
Inst. Minutes:
VD: Virtual Day Override
Add DayEvent

Blended Learning Groups ?
Always virtual
Add Group

Adding a Virtual Day Event Override

When Should I Not Use This?

You should not put this event on a calendar day if there are any students that should be counted as in-person for that day.

Additional Information

You can backdate an entire learning group by using the Manage Blended Learning Groups tool. See the [Manage Blended Learning Groups](#) article for more information.

Manage Blended Learning Groups ☆					
Scheduling & Courses > Build Schedules > Manage Blended Learning Groups					
Manage Blended Learning Groups					
Blended Learning Groups					
NAME	GROUP COLOR	START DATE	END DATE	STUDENTS ADDED	STATUS
EY Always In School		08/25/2020		Manual	<button>ACTIVE</button>
EY Always Virtual		09/14/2020		Manual	<button>ACTIVE</button>
Hybrid A		09/01/2020	10/12/2020	Automatic	<button>ACTIVE</button>
Hybrid B		09/09/2020	10/12/2020	Automatic	<button>ACTIVE</button>
Manual Future 10/12		10/12/2020		Manual	<button>ACTIVE</button>
Manual No Calendar		09/08/2020		Manual	<button>ACTIVE</button>
Manual Past 09/07		08/27/2020		Manual	<button>ACTIVE</button>
QA Group 1		10/13/2020		Automatic	<button>ACTIVE</button>
QA Group 2		10/13/2020		Automatic	<button>ACTIVE</button>
Manual Past 09/14		09/03/2020	09/23/2020	Manual	<button>ARCHIVED</button>

Manage Blended Learning Groups tool

To backdate a single student's **Blended Learning Group**, go to the attendance tab of the student > select Update Group Assignment > choose the date to which you wish to back the single student's group assignment (this can be as far back as their enrollment start date).

Be sure the Blended Learning Group was on the calendar from that student's enrollment start date.

Blended Learning Group: No active or future group assignment
 Update Group Assignment

Term Q1 09/16/2020 - 11/09/2020
 Instructional Days: 37 Present Days: 37

Unknown Excused Unexcused Exempt

Period	HR	01	02	03	04	Lunch	Seminar	05	06	07	EXTRA	T
Absent	0	0	0	0	0	0	0	0	0	0	0	0
Early Release	0	0	0	0	0	0	0	0	0	0	0	0
Tardy	0	0	0	0	0	0	0	0	0	0	0	0

Date

Period
 HR 01 02 03 04 Lunch Seminar 05 06 07 EXTRA

Update Group Assignment