

Indiana Ed-Fi - Virtual Attendance

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

Tool Search: Ed-Fi

Students who are virtual for any reason need to have present codes added to their Attendance per period, per day. Indiana DOE requires that all attendance marks for each individual student need to report. Therefore, the student needs to be designated as Virtually Present. These attendance marks are not marked by the teacher and need to be reconciled to one of the reportable attendance codes.

The following students also need a Virtual Education Program:

- Student 100% Enrolled in a Virtual School
- Students over 50% Virtual in a in-person School

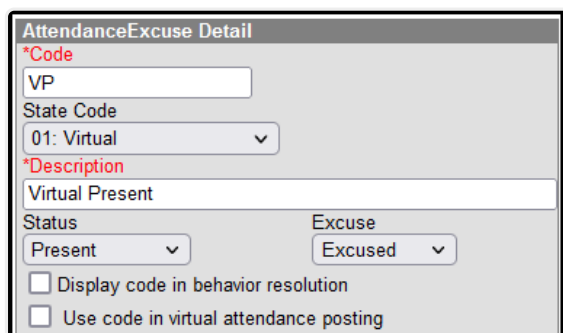
No longer used by IDOE:

Virtual Due To COVID-19

- All virtual students who report a program to Student Program Associations will report the 'Virtual Education' program regardless of the reason for the Virtual time.

Attendance Code Set-Up:

Infinite Campus	Status	Excuse	State Code Map	Ed-Fi Map
Virtual	Present	Excused	01: Virtual	Virtual:Virtual



The screenshot shows the 'AttendanceExcuse Detail' form. It includes fields for *Code (VP), State Code (01: Virtual), *Description (Virtual Present), Status (Present), and Excuse (Excused). There are also checkboxes for 'Display code in behavior resolution' and 'Use code in virtual attendance posting'.

Attendance Excuse Detail Editor

Note: You do not need to add present codes to students who are present in a normal in-person classroom. The data is reported without the code.

Setting up a student Enrollment for 50% or more Virtual

Enrollment > State Reporting fields

State Reporting Fields

State Exclude

☐

Membership Exclude

☐

IPS Student

☐

Foreign Exchange

☐

ADM Type

Corporation of Legal Settlement

Select a Value

County Of Legal Residence

Select a Value

Serving School

Select a Value

Accountable School

Select a Value

Expulsion Date

Resident District

Select a Value

Serving District

Select a Value

Dual Credit

Daily Dual Enroll Instr Min

☐

Virtual Student

☐

Distance Learning

☐

State Reporting Fields

Note: The 'Distance Learning' checkbox is no longer used for 'Virtual Programs'. This was used for the 'Virtual Due To COVID-19' program that the state no longer accepts.

Once attendance codes are set-up and mapped and the student has the appropriate percentage of time on their enrollment, resync the Student School Associations, Student Program Associations, and Student resources. This updates the students' Virtual Program status.

To make a student present virtually, navigate to the student's record and add the Virtual Attendance code. If they are Absent, add an absence code.

Code	Status	Excuse	Present Minutes	Comments
VP19: Virtual Present - Due to COVID-19	P	E	0	
AE: Absent Excused	P	E	0	

Attendance Codes

In the example above, this student was present virtually due to COVID-19, however, they never checked in with their second period teacher. Therefore, they have an absence code. This setup sends the Virtual Due to COVID-19 presence code for period 1 and absent excused for period 2.

For full Virtual Schools, use the Attendance Wizard daily, weekly, or hourly to update the student attendance records. This allows you to add the code to multiple students at a time per period.

Indiana requires a record for every student for every period. As a result, positive attendance codes are required for virtual students until the Blended Learning functionality is enhanced to incorporate

virtual student attendance reporting.
