


# Student Scan History

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The Scanning toolset is part of the [Campus Workflow Suite](#).






Tool Search: Student Scan History

Scanner data is located in the Student Scan History tool. Click on the custom scanner tab to view the check in data. The Summary Data screen displays all custom scanning data for all custom scanners.



**Student Scan History** ★
 Attendance Office > Scanning > Student Scan History

Milton, Michael D 

Date ↓ 1	Time In ↓ 2	Time Out	Scanner Location	Room	Total Minutes
month/d...  			<input type="text"/> 	<input type="text"/> 	<input type="text"/> 
03/06/2024	9:52 AM	10:00 AM	Hall Pass - Returning to Class	100	8
03/01/2024	11:06 AM	11:10 AM	Hall Pass - Returning to Class	100	4
03/01/2024	10:46 AM	10:58 AM	Hall Pass - Health Office	100	12
02/29/2024	10:37 AM	10:44 AM	Hall Pass - Library/Media Center	100	7
02/14/2024	2:40 PM		Lunch Out		
02/14/2024	2:38 PM		Lunch Out		
02/13/2024	11:52 AM	11:52 AM	Hall Pass - Water Fountain 1st Floor	100	0
02/12/2024	12:49 PM	12:53 PM	Hall Pass - Library/Media Center	100	4
02/12/2024	12:24 PM	12:26 PM	Hall Pass - Library/Media Center	100	2
02/12/2024	10:24 AM	10:24 AM	Hall Pass - Bathroom 1st Floor	100	0

*Student Scanned Summary Data*

## Report Layout

Column Name	Description
<b>Date</b>	The day the student scanned in or out of the location.
<b>Time In</b>	The time the student scanned in to the scanning location.
<b>Time Out</b>	The time the student scanned out of the scanning location. A hall pass that was not ended will appear as "Pass Not Ended."

Column Name	Description
<b>Scanner Location</b>	The name of the scanner.
<b>Room</b>	The room number of the custom scanning location. The <b>Run with room selection</b> option must be enabled at System Administration > Scanning > Custom Scanners for this field to display. See the <a href="#">Custom Scanner settings</a> documentation for additional information on how to set up custom scanning locations.
<b>Total Minutes (Minutes Over)</b>	The amount of time it took the student to scan out and back into the location. The Minutes Over (shown in parenthesis) displays how many minutes the pass ran over the allowed time.