

Reason by Period (Insights)

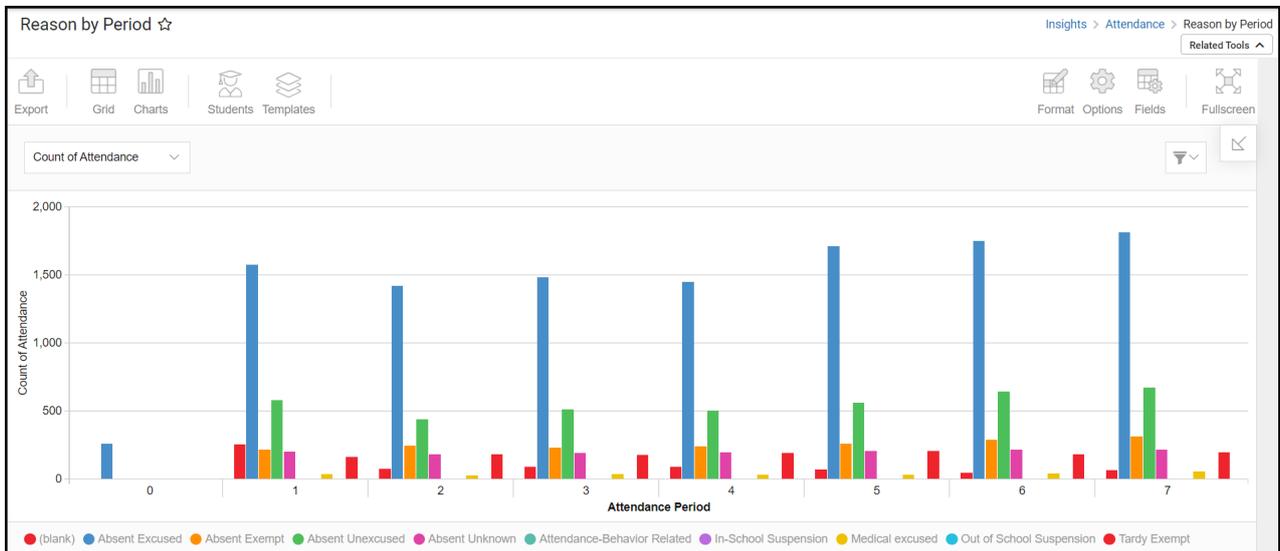
Last Modified on 12/14/2025 8:45 pm CST

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Tool Search: Reason by Period

Reason by Period displays a count of student absences per absence reason per attendance period. This graph is useful in understanding trends in the types of absences occurring during which attendance periods of the school day (for students with an [Attendance GRAD Score](#) between 50 and 100).

This report is only available for district users who have purchased the Campus Analytics Suite.



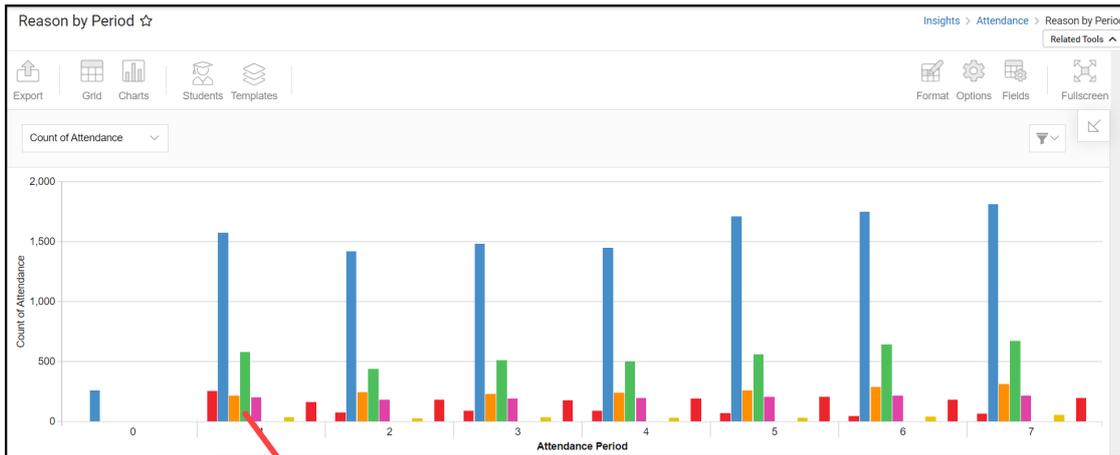
To view the graph, you must have at least Read tool rights for Reason by Period. You must also have calendar rights assigned for any calendar(s) reporting data.

NOTE: Insights visualizations may contain PII and include data for tools a user may not have rights to access.

Understanding the Chart

The Reason by Period chart is a useful way to see a large amount of absenteeism data and how this data varies for each attendance period in the school day. You can quickly learn that a certain absence reason is overwhelmingly occurring during a specific period(s), and with this knowledge, you can develop an intervention for improving this issue.

Double-clicking a bar will show you a table detailing all the data that makes up that bar.



Row: 1 Column: Absent Unexcused Count of Attendance: 578

1	2	3	4	5	6	7	8	9	10
STUDENT FULL NAME	ATTENDANCE PERIOD	PERIOD SCHEDULE NAME	ATTENDANCE DATE	EXCUSE CODE	EXCUSE REASON	STUDENT PERSON ID			
Stanley, Yoshio	1	Daily	2022-07-11	AUX	Absent Unexcused	32207			
Stanley, Yoshio	1	Daily	2022-08-01	AUX	Absent Unexcused	32207			
Stanley, Yoshio	1	Daily	2022-08-08	AUX	Absent Unexcused	32207			
Heisinger, Lennox	1	Daily	2023-02-09	AUX	Absent Unexcused	16482			
Cardinal, Peggy	1	Daily	2023-03-03	AUX	Absent Unexcused	49538			
Cutter, Christopher	1	Daily	2022-09-09	AUX	Absent Unexcused	221			
Kahnweg, Myall	1	Daily	2022-07-08	AUX	Absent Unexcused	18926			
Leibling, Ferdinand	1	Daily	2022-07-19	AUX	Absent Unexcused	21473			
Melziener, Nathaniel	1	Daily	2022-08-30	AUX	Absent Unexcused	23832			
Oettinoer, Shampai	1	Daily	2022-07-28	AUX	Absent Unexcused	25206			

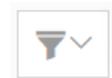
Use the table below for help in understanding each sub-report column:

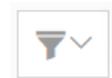
Column	Description
Student Name	The student's full name.
Attendance Period	The attendance period reporting data.
Period Schedule Name	The name of the period schedule reporting data.
Attendance Date	The date of the absence.
Excuse Code	The excuse (reason) code for the absence.
Excuse Reason	The excuse reason for the absence.
Student Person ID	The personID for the student reporting data.

Using the dropdown list in the image below, you can filter data to display a count of student absences per attendance period.



Chart Option	Description
Count of Attendance	Displays the number of attendance absences per attendance period.
Count of Students	Displays the number of students absent per attendance period.



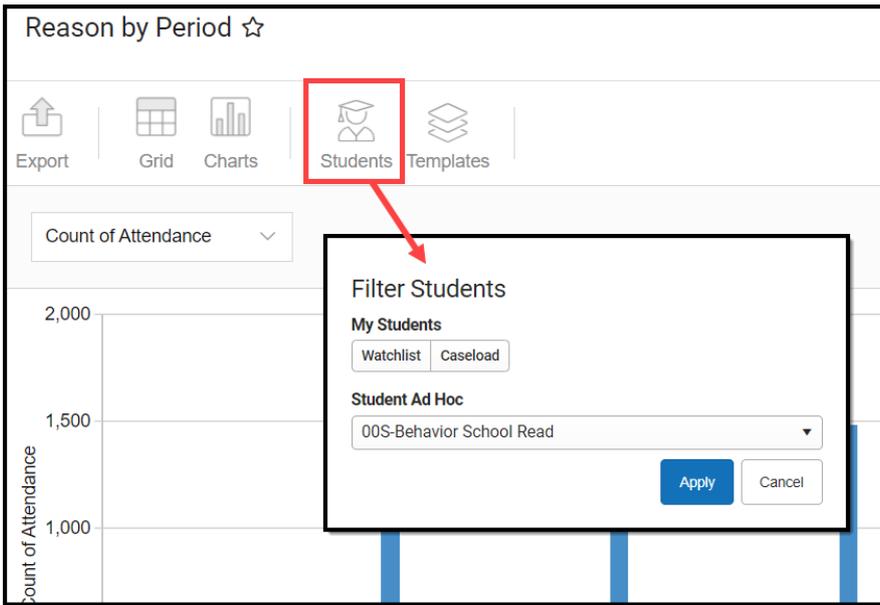
You can remove and filter any data from the bar graph by clicking the  button, selecting the data type you wish to filter, and unchecking the data you wish to remove from the graph.

Filtering Chart Data

You can filter chart data to only students in your [Early Warning Watchlist](#), Counseling Caseload, and/or a specific [Student Ad Hoc](#) filter by clicking the **Students** button and selecting any combination of these options.

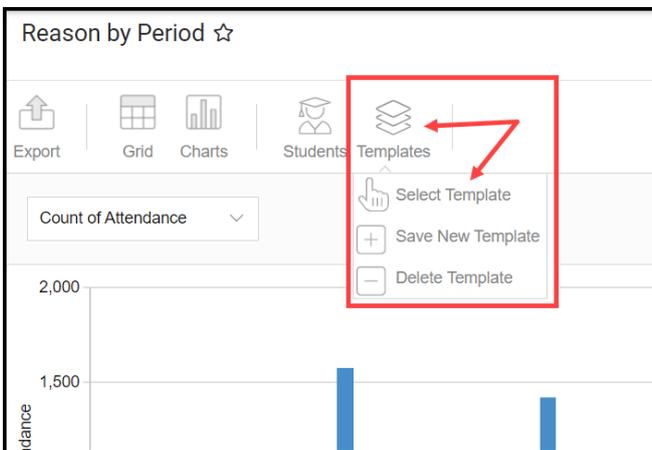
[Ad Hoc Queries](#) and [Selection Editors](#) are supported in Insights by filtering from the Student panel.

[Pass-through SQL Queries](#) are not supported in Insights.

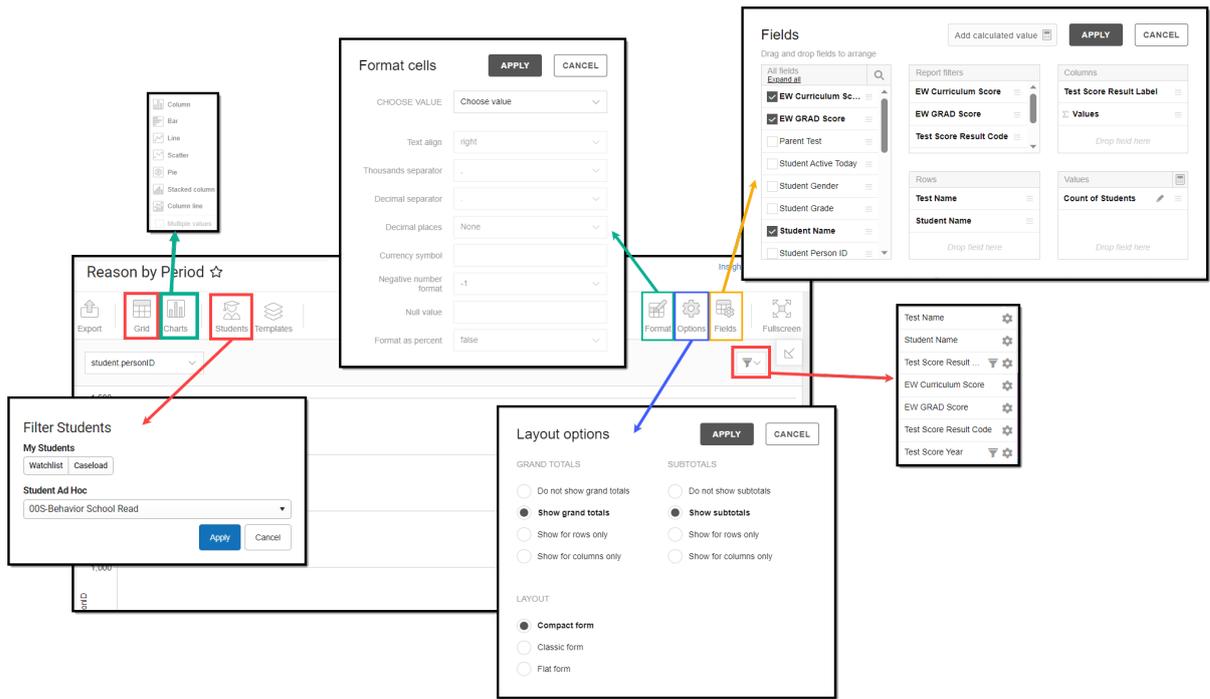


Creating Templates

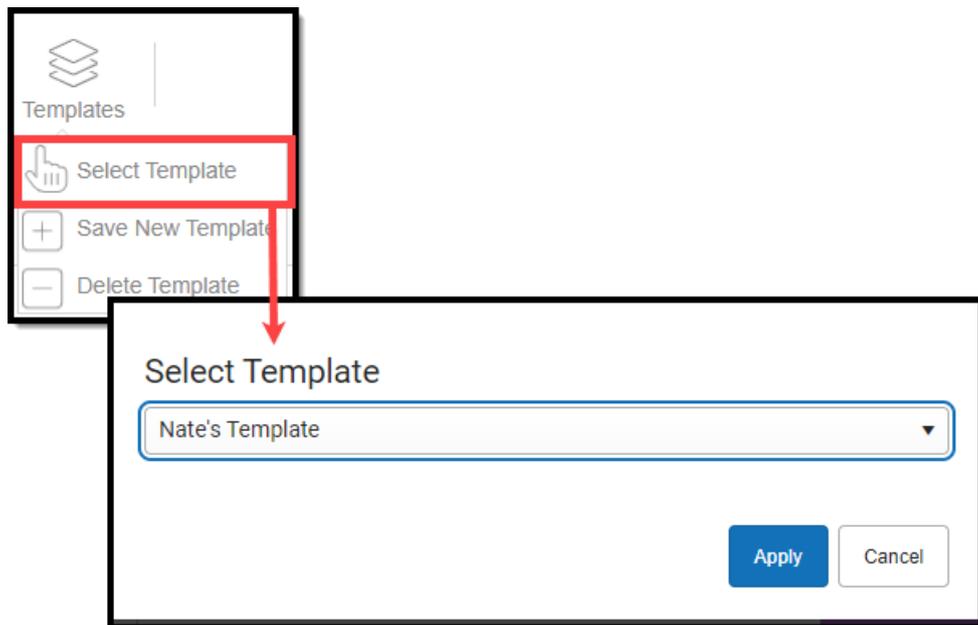
Templates allow you to save all filtering and formatting options you have set for a chart and have these options automatically applied each time you select a template. Templates are chart-specific, meaning they are only available and apply to the chart for which they were created.



For example, if you filter the chart data by Watchlist in the Student option (see section above) and modify any formatting and field options (any options shown below), you can save all your selections as a template by clicking **Templates** and selecting **Save New Template**.



Once saved, each time you return to this chart you can automatically apply these options by clicking **Select Template**, choosing the template, and selecting **Apply**.



Additional Report Options

The table below directs you toward additional information about the available on-screen options.

Option	Description
<p data-bbox="172 257 394 286">Grid and Chart</p> <div data-bbox="209 315 347 398">   <p data-bbox="213 376 256 398">Grid</p> <p data-bbox="288 376 347 398">Charts</p> </div>	<p data-bbox="411 257 1251 286">Report data can be viewed in a grid or other visualization charts.</p> <p data-bbox="411 333 892 362">See this article for more information.</p>
<p data-bbox="229 497 336 526">Format</p> <div data-bbox="256 546 320 629">  <p data-bbox="252 607 325 629">Format</p> </div>	<p data-bbox="411 497 1430 526">Format options allow you to modify how cells represent data within the report.</p> <p data-bbox="411 573 892 602">See this article for more information.</p>
<p data-bbox="225 674 341 703">Options</p> <div data-bbox="240 725 316 808">  <p data-bbox="245 792 316 815">Options</p> </div>	<p data-bbox="411 674 1430 779">The Options menu gives you layout options for how you would like the table to be displayed (Layout), how grand totals are displayed in the table (Grade Totals), and how subtotals should be displayed (Subtotals).</p> <p data-bbox="411 826 892 855">See this article for more information.</p>
<p data-bbox="233 884 333 913">Export</p> <div data-bbox="252 934 312 1016">  <p data-bbox="247 994 317 1016">Export</p> </div>	<p data-bbox="411 884 1390 949">The report can be exported to a number of different formats by clicking the Export icon and selecting an option.</p> <p data-bbox="411 996 892 1025">See this article for more information.</p>
<p data-bbox="237 1052 328 1081">Fields</p> <div data-bbox="252 1104 312 1187">  <p data-bbox="252 1171 312 1193">Fields</p> </div>	<p data-bbox="411 1052 1406 1158">The Fields icon allows you to modify the order of the fields in the report, add or remove fields from the report table, and modify which fields are used in rows or columns.</p> <p data-bbox="411 1205 892 1234">See this article for more information.</p>