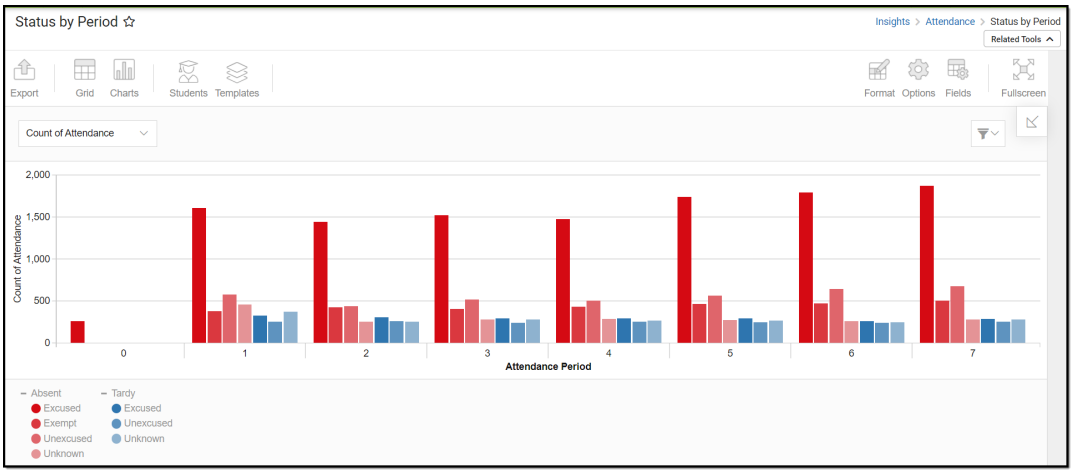
Status by Period (Insights)

Last Modified on 10/28/2026 12:34 pm CDT

This report is available with Campus Analytics Suite.

Tool Search: Status by Period

Status by Period displays a count of absent and tardy attendance events (by students with an Attendance GRAD Score between 50 and 100) broken out by attendance period.



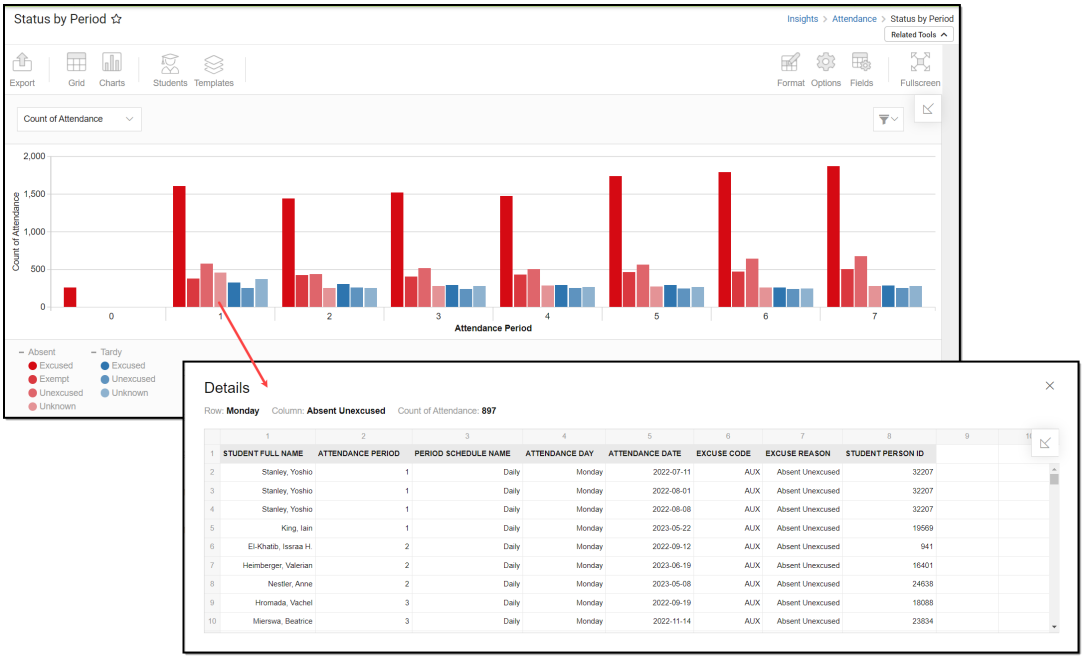
To view the chart, you must have at least Read tool rights for Status by Period. You must also have calendar rights assigned for any calendar(s) reporting data.

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

Understanding the Chart

The Status by Period chart is a useful way to view a large amount of absence and tardiness data and easily identify trends across attendance periods. You may quickly identify a particular attendance period that is common for tardies or absences and use this knowledge to inform student engagement opportunities.

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



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 Day	The day of the week the absence/tardy occurred.
Attendance Date	The date of the absence/tardy.
Excuse Code	The excuse (reason) code for the absence/tardy.
Excuse Reason	The excuse reason for the absence/tardy.
Student Person ID	The personID for the student reporting data.

Using the dropdown list in the image below, you can filter data to display the count of students by absence/tardy reason for each attendance period.

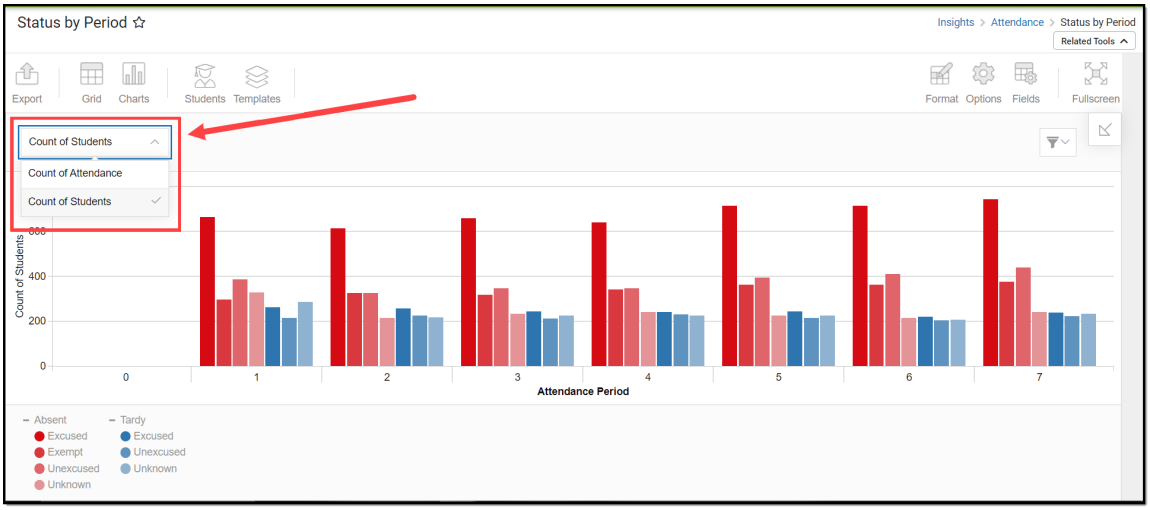
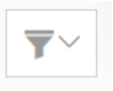


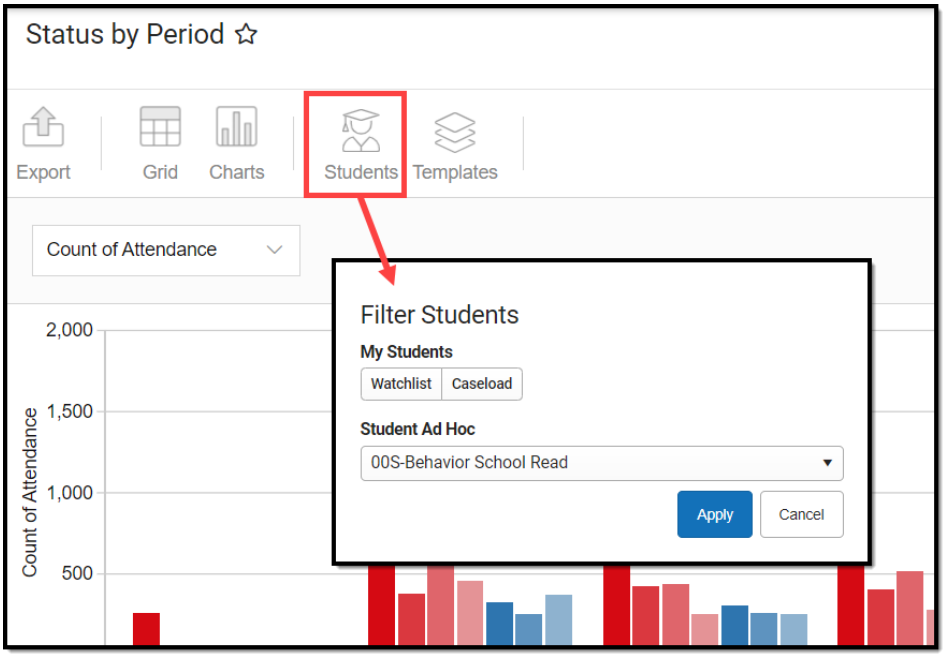
Chart Option	Description
Count of Attendance	Displays a count of absent and tardy attendance events by attendance period.
Count of Students	Displays a count of students per absence/tardy reason per attendance period.

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

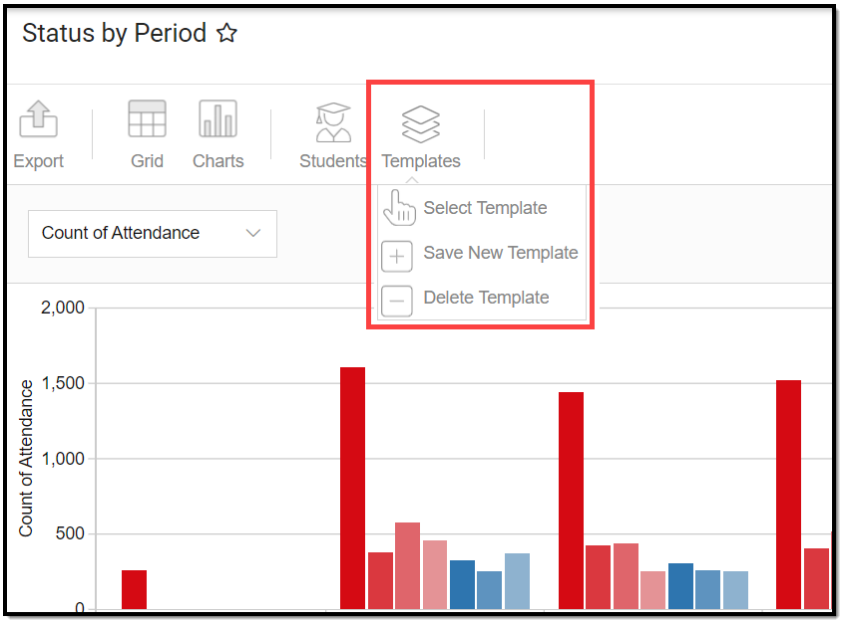
You can filter chart data to only students in your Early Warning Watchlist, Counseling Caseload, and/or a specific Student Ad Hoc filter by clicking the **Students** button and selecting any combination of these options.

> 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.

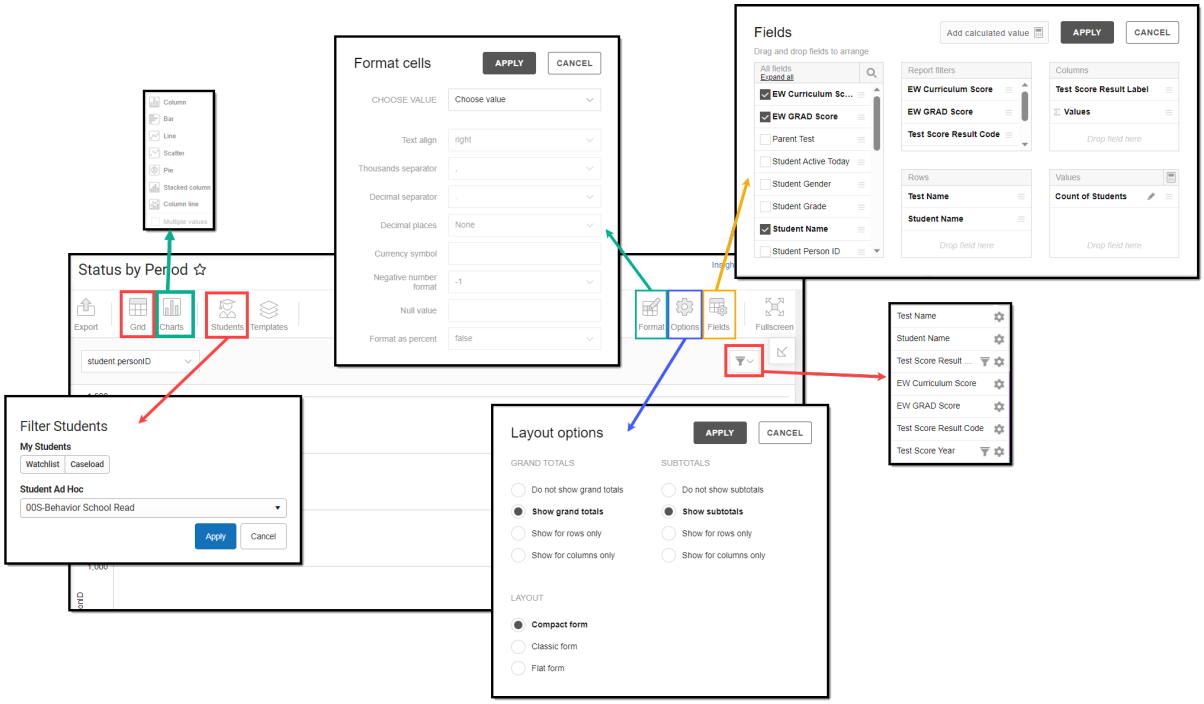


Creating Templates

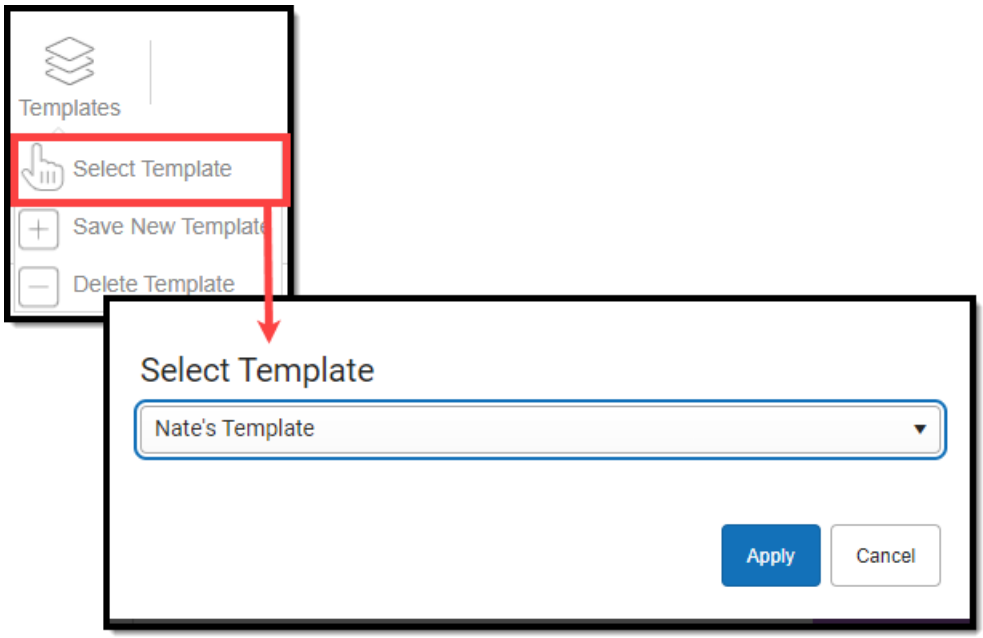
Templates allow you to save all filtering and formatting options you have set for a chart, so these options are automatically applied each time you select a template. Templates are chart-specific, meaning they are only available and apply to the chart for which they were created.



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), all your selections can be saved as a template by clicking **Templates** and selecting **Save New Template**.

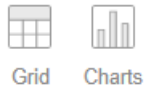


Once saved, each time you return to this chart, you can automatically apply these options by clicking **Select Template**, choosing the template, and selecting **Apply**.



Additional Report Options

The table below provides additional information about the other on-screen options.

Option	Description
Grid and Chart  	Report data can be viewed in a grid or other visualization charts. See this article for more information.
Format  	Format options allow you to modify how cells represent data within the report. See this article for more information.
Options  	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). See this article for more information.
Export  	The report can be exported to a number of different formats by clicking the Export icon and selecting an option. See this article for more information.
Fields  	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. See this article for more information.