Section Attendance Tool Rights

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The **Section Attendance** tool can be used by staff other than teachers, such as Front Office Staff, to view, enter, or edit attendance records for a selected course section.

See the Section Attendance article to learn more about how this tool is used.

Scheduling & Courses > Courses > Section Attendance

Users need enough rights to search for course sections and view Section Attendance for a course section.

Consider local practices when granting access levels to this tool. Teachers can only take attendance for the current day, while staff with access to add or modify attendance with this tool can use the Change Date feature to navigate to other days and view, enter, or modify information.

Available Tool Rights

R	W	A	D
View Section Attendance tool.	Add or modify existing Section Attendance information.	N/A	N/A

Suggested User Groups

Some groups may only need Read access to the information displayed in this tool.

- Front Office

See User Groups and Suggested Roles for more information.