

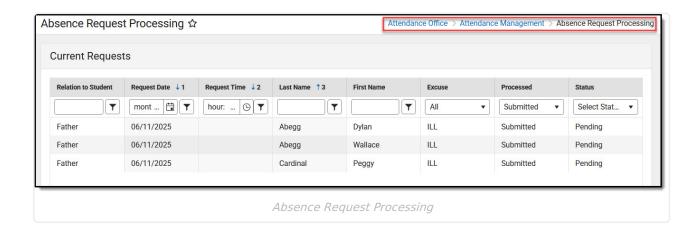
Absence Request Processing Tool Rights

Last Modified on 06/11/2025 9:57 am CDT

Available Tool Rights | Suggested User Groups

Absence Request Processing is part of the <u>Campus Workflow Suite</u>. This tool is used to manage <u>Absence Requests</u> submitted by a parent or guardian. <u>Scanner Settings</u> must be set up before this tool can be used.

To learn more about this and related tools, see the Absence Request Processing article.



Available Tool Rights

R	w	A	D
 View current requests. Select individual requests to view details. Filter request list. 	 Select and process individual requests. Utilize Toggle Mass Process feature to select multiple students and process them together. 	N/A	N/A



Suggested User Groups

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

- Attendance Clerks
- Front Office

See <u>User Groups and Suggested Roles</u> for more information.