



Using Analytics for Attendance & Conduct Monitoring

This document is for school users (Principal / vice-Principal) that monitor attendance and conduct data.

Notes:

- 1. Only run this process when the demand on the system is LOW (i.e. early in the morning, or after school)
- 2. This process creates a **snapshot** of data; it will need to be **re-run** each time data is being reviewed by school staff.

This is a 2 part process:

In the school view:

Part 1. – Aggregating the Data

- 1. Click the **Student TT**.
- 2. Click **Options**, then **Analytics**
Select: **Conduct Incidents by Student, Period Attendance by Student or Period Attendance by Student and Section**, then click **Run**

Options	Reports	Help
Modify List		
Mass Update...		
Registration		
Assign Couriers		
Import Photos...		
Create User Accounts...		
Create Secondary School Associations...		
Populate Homerooms...		
Requests		
Send Email...		
Validate Records...		
Assign Student Programs		
Blended Marks to Transcript		
Course Exam Synchronize Procedure		
Flag Student for Retrieval		
Program of Study Creator - Primary		
GDE		
Exports		
Analytics		
Query...		
Snapshots...		
Show Selected		
Omit Selected		

0 of 14 selected



- Attendance by Student
- Conduct Incidents by Student **Counts the number of conduct incidents for students**
- Period Attendance by Student **Counts the total number of absences and lates for students**
- Conduct Incidents by School
- Period Attendance by Student and Section **Counts the number of absences and lates per class per student**




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Part 2. – Viewing the Data

1. Click the **Global TT, Analytics ST**
2. In the Analytic Definition box, click on the magnifying class and select the Analytic Definition

Analytic Definition  



7 records 


Name
<input checked="" type="radio"/> Attendance by Student
<input type="radio"/> Attendance Totals by YOG
<input type="radio"/> Conduct Incidents by School
<input type="radio"/> Conduct Incidents by Student
<input type="radio"/> Period Attendance by Student
<input type="radio"/> Period Attendance by Student and Section
<input type="radio"/> Transcript by Student

1. Select Definition

2. Click Ok

3. The aggregated data appears and can be sorted:
You can add other fields, like grade, to the data by managing field sets.

Analytic Definition  

1.0000000094 JPAT-STD 0 of 626 selected  *All Records - Period Attendance by Student*

School > Name	Student > Name	Absent Total ▼	Unexcused Total	Excused Total	Tardy Total	Dismissed Total
<input type="checkbox"/>		94	25	69	0	0
<input type="checkbox"/>		69	24	45	0	0
<input type="checkbox"/>		56	7	49	1	0
<input type="checkbox"/>		55	15	40	0	0
<input type="checkbox"/>		55	25	30	0	0
<input type="checkbox"/>		55	35	20	0	0
<input type="checkbox"/>		54	48	6	0	0
<input type="checkbox"/>		54	0	54	0	0

Note: To look at specific student detail you need to return to the **Student TT**.