

1. Log into account. (see above)

2. Click "Schedule" tab on navigation bar.

Return to Main Site | Schedule A Demo | Make-Ups | Log Out | My Account

## Account information for Dominique

Balance: \$0.00

My Contact Info | **Students** | Enrollments | Schedule | Payment History | Other Contacts

First Name: \* Dominique x

Last Name: \* Jaramillo

Address: \*

3. All of your scheduled classes are listed. Click on "Mark Absent" on the class you will be missing.

Return to Main Site | Schedule A Demo | Make-Ups | Log Out | My Account

My Schedule

## Account information for Dominique

Balance: \$0.00

My Contact Info | Students | Enrollments | Schedule | Payment History | Other Contacts

Show entries for: 3 months Student: Joseph


	Date	Item	Time	Student	
Tuesday	04/12/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM		<a href="#">Mark Absent</a>
Tuesday	04/19/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM	Joseph Jaramillo	Mark Absent

4. If you're able to attend class after all, follow the steps above and click on "Undo Absent".

[Return to Main Site](#) | [Schedule A Demo](#) | [Make-Ups](#) | [Log Out](#) | [My Account](#)

My Schedule

## Account information for Dominique



Balance: \$0.00

[My Contact Info](#) | [Students](#) | [Enrollments](#) | [Schedule](#) | [Payment History](#) | [Other Contacts](#)

Show entries for:  Student:

	Date	Item	Time	Student	
Tuesday	04/12/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM	Joseph Jaramillo	Undo Absent
Tuesday	04/19/16	Tuesday 11:30 Cathy Shapiro Church of the Chimes- Choir Room	11:30 AM - 12:15 PM	Joseph Jaramillo	Mark Absent