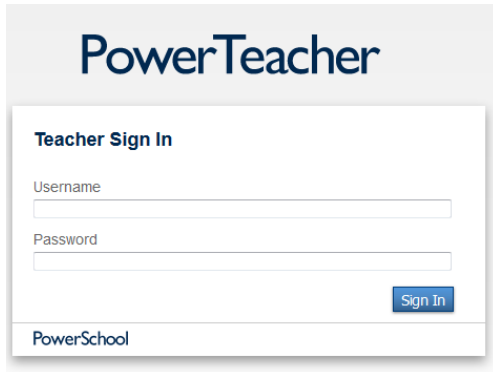


# PowerTeacher Attendance

Step 1: Login into Power Teacher Portal

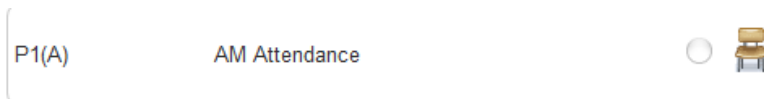
Mpsps.monroe.k12.mi.us/teachers

Username and Password same as use to log onto computer and email



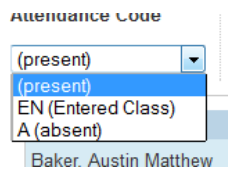
The image shows the PowerTeacher login interface. At the top, the word "PowerTeacher" is displayed in a large, blue, sans-serif font. Below this is a white box titled "Teacher Sign In". Inside this box, there are two input fields: "Username" and "Password". To the right of the "Password" field is a blue button with the text "Sign In". At the bottom left of the white box, the word "PowerSchool" is written in a smaller font.

Step 2 : Click the Chair, in the line of the course you wish to take attendance for, to go to the Attendance Portal












Note: The chair will be greyed out if the current day is not marked as a school day.

Step 3: Select the attendance code you wish to mark from the drop list(Present students remain blank)



The image shows a dropdown menu for selecting an attendance code. The menu is open, showing four options: "(present)", "(present)", "EN (Entered Class)", and "A (absent)". The first two options are greyed out, while "EN (Entered Class)" is highlighted in blue. Below the dropdown menu, the name "Baker, Austin Matthew" is visible.

Step 4: Click the student fields to mark the students the selected attendance code (Absent, Tardy, ect.).

Students	Alerts	Attendance: Monday, June 11
Baker, Austin Matthew		EN <input type="text"/> 
Bellestri, Marco	 	EN <input type="text"/> 
Bolicki, Allyson Nicole	 	EN <input type="text"/> 
Bruce, Jaycielynn Raven Nicole		EN (Entered Class) <input type="text"/> 

Step 5: Click Submit