



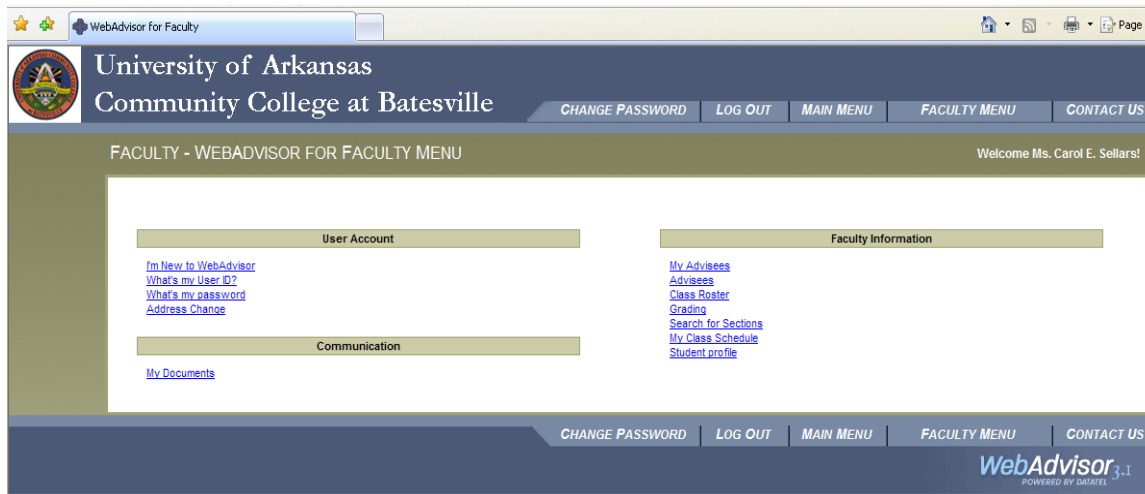
***11TH DAY ROSTERS:
REPORTING NON-ATTENDANCE***

08/20/09

REGISTRAR'S OFFICE

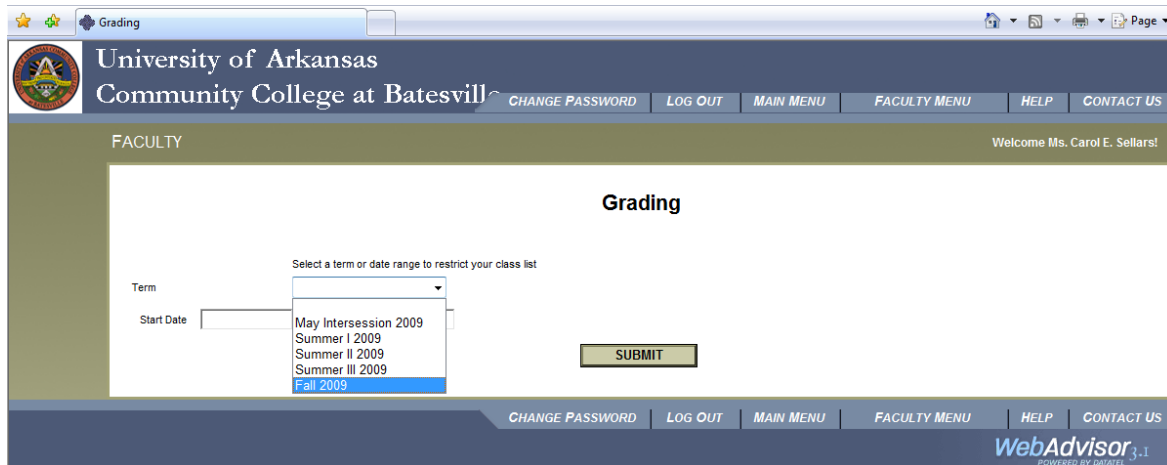
11th Day Roster Instructions:

Use Final Grading Roster to Report Non-Attendance



From the faculty menu, click on

GRADING.



Click on the drop down arrow beside **Term.**

Click on the appropriate term.

Click **Submit.**

11th Day Roster Instructions: Cont.

Grading

Final or Midterm/Intermediate Grading: Final

Choose One	Class Name and	Midterm/Intermediate	Start Date	End Date	Bldg	Room	Meeting Times	Days of Week	Loc	Term
<input type="radio"/>	COL-1003-005 Strategies for College Success		10/12/09	12/11/09	MCB	222	02:00PM - 03:15PM	MTWTH	MAIN	2009FA

SUBMIT

WebAdvisor 3.1
POWERED BY DATAEL

From the drop down menu, select **Final** grading.

Click **inside the circle** that corresponds to the course roster to be reported.

Click **Submit** to continue.

11th Day Roster Instructions: Cont.

Final Grading

University of Arkansas
Community College at Batesville

CHANGE PASSWORD LOG OUT MAIN MENU FACULTY MENU HELP CONTACT

FACULTY Welcome Ms. Carol E. Sel

Final Grading

Class Name COL-1003-005
Title Strategies for College Success
Location Main Campus
Term Fall 2009

Instructor

Student ID	Status	Grade	Expire Date	Last Date of Attendance	Never Attended	Midterm Grade	Class Level	Credits	CEUs	Cross-Listed Section
N					<input type="checkbox"/>		F	3.00		
N					<input type="checkbox"/>		F	3.00		
N					<input type="checkbox"/>		F	3.00		
N					<input type="checkbox"/>		F	3.00		
N					<input type="checkbox"/>		F	3.00		
N					<input type="checkbox"/>		F	3.00		
N					<input type="checkbox"/>		F	3.00		
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N					<input type="checkbox"/>		F	3.00		

** Please review carefully before submitting. Once submitted, these grades will be transcribed and cannot be changed through this form.

SUBMIT

If a student has never attended the class (or has never logged into a class in the case of online classes), **click in the box under Never Attended**.

Mark the box for each student that has never attended that class.

Click **Submit**.

****11TH DAY
NON-ATTENDANCE SUBMISSION
DETERMINES HEADCOUNT TO
ADHE AND MUST BE
ACCURATE!****