

OWLnet: Your exclusive access to The Woods

Taking Attendance With Owlnet

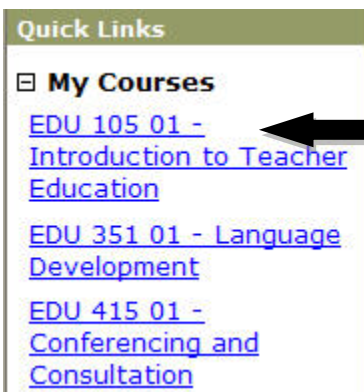
- Log in to Owlnet

User Name: Password: [I forgot my password](#)

- Click on “My Courses” under the Quick Links area on the left-hand side of the screen.



- From here select the class you will be working with.



- Next, from the left-hand navigation menu select “Attendance”



- A class roster will appear. On the drop down menu across from each student's name, select their attendance status

- Click on the “Save” button to ensure your attendance is saved for that session

Most Recent Session

Name	Thursday 5/20
[Student Name]	Present
[Student Name]	Present
[Student Name]	Present
[Student Name]	Present
[Student Name]	Present
[Student Name]	Present

Save Cancel

- If entering attendance for a past date, simply select the month and day from the calendar.

< **May 2010** >

S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5