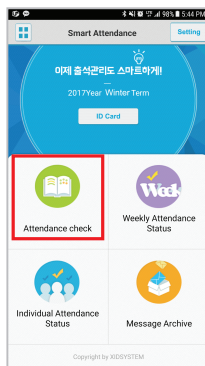


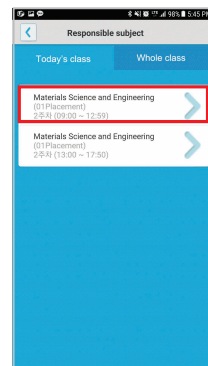
How to use Electronic Attendance App?

Attendance application instruction for professor

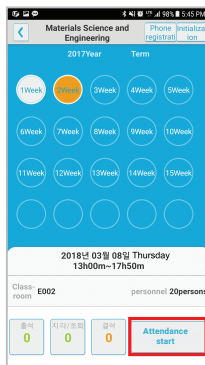
- 1 Run attendance app.
- 2 Click on attendance check.
(★ Recommendation : Please inform students to run the app before checking attendance.)
- 3 Choose the [Subject] you want in today's class.
- 4 Click on [Attendance start]
(Attendance check is available only on the date and time of the subject.)
- 5 Attendance message is sent to students.
- 6 If automatic attendance is completed, please click on [Check Attendance check].



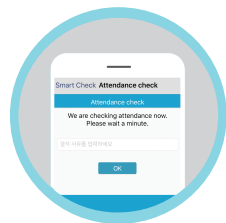
- 1
Click
[Attendance check]



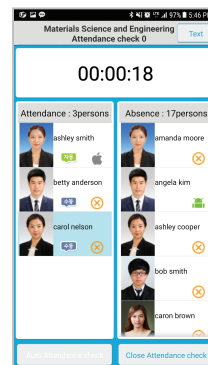
- 2
Choose [Subject]



- 3
Confirm week/
Start attendance check



* Student screen
(attendance check notification)



- 4
After 30s,
close attendance check

Attendance Modification (After attendance check)

- 1 If you click student's name on [Figure 1], student's name move from absent to attendance and from attendance to absent. When the full confirmation is completed, click to close attendance check.
- 2 If you select the [attendance], [tardness/early leave], and [absence] menu in [Figure 2], you can modify the attendance status of students time by time in [Figure 3]

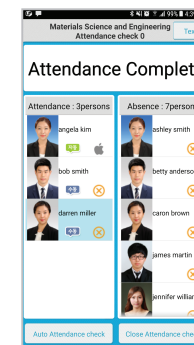


Figure (1)

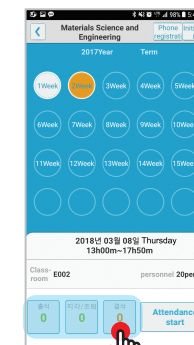


Figure (2)

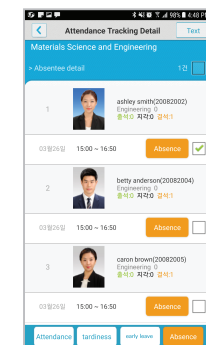


Figure (3)

Attendance Modification (Attendance status on Menu)

- 1 Click to [Weekly attendance status] on [Figure 1]→Choose subject from [Figure 2] →Modify attendance on [Figure 3] week by week or time by time.
- 2 [Individual attendance status] can also be modified in the sameway as above.

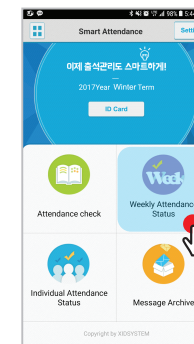


Figure (1)

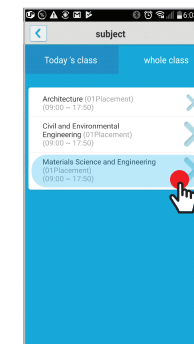


Figure (2)

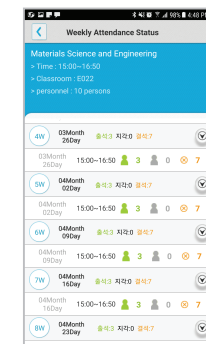


Figure (3)