

# **FIRST DAY ATTENDANCE**

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$\bigcirc$	Quizzes	Wectome to Principles of Financial Accounting: This course studies basic, generally accepted accounting principles, including the reporting of financial activity. You will learn how to prepare and interpret financial statements by the end of this course. I am looking forward to having you in class this semester!						L New Analytics					
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	USE First Day Attendance	nting measurement theory and concepts, inclusive of ethical and international issues yr used by professional accountants in applying generally accepted accounting principles t	o busin	iess				Frade Chap Ipload point • Oct	p <b>ter 5 File</b> t 7 at 8am				
	USF Photo Roster	transactions and events <ul> <li>Discuss the theory and methodology underlying income measurement, reporting of financial position, statement of the statement</li></ul>	of cash	flows,	and		•	Grade Exce	Answers	(word			



## Allow authorization for First Day Attendance (FDA):

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	Final Exam Matrix You are currently acting as							Stop A	cting as	User

Select Attendance Option:

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- Manual roster generated which can be printed with/without ID card images and attendance can be marked manually on the list and entered in Canvas later
- From Assignment based on the submission/completion of an assignment which could be taking a quiz, posting, etc.

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① Canvas	s Test Installation				This Carrvas install	ation is only for testing and will	reset every m	onth. ×	



The default value for Manual Attendance is Present (i.e. students must specifically be marked as absent).



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### Manual Attendance Option:

- List of students in the course with images, name (hidden below), and UID is displayed (1)
- Option to Save attendance data and complete later before submitting the data to Banner (2)
- Option to **Reset** attendance data to the default/original values if you make a mistake and need to start over (3)
- Option to Submit attendance data to Banner and drop students from the course who are marked absent. This allows other students to register/add the course during the first week of classes each term. (4)



#### **Attendance From Assignment Option:**

Select the Assignment you want to use for Attendance purposes. Students are marked as Present or Absent based on completion of the selected assignment:

- List of students in the course with images, name (hidden below), and UID is displayed
- Option to Save attendance data and complete later before submitting the data to Banner
- Option to Reset attendance data to the default/original values if you make a mistake and need to start over
- Option to Submit attendance data to Banner and drop students from the course who are marked absent. This allows other students to register/add the course during the first week of classes each term.



Submit First Day Attendance (FDA) to Banner: After clicking **Submit**, a Receipt box will pop-up to show information for students marked absent.

