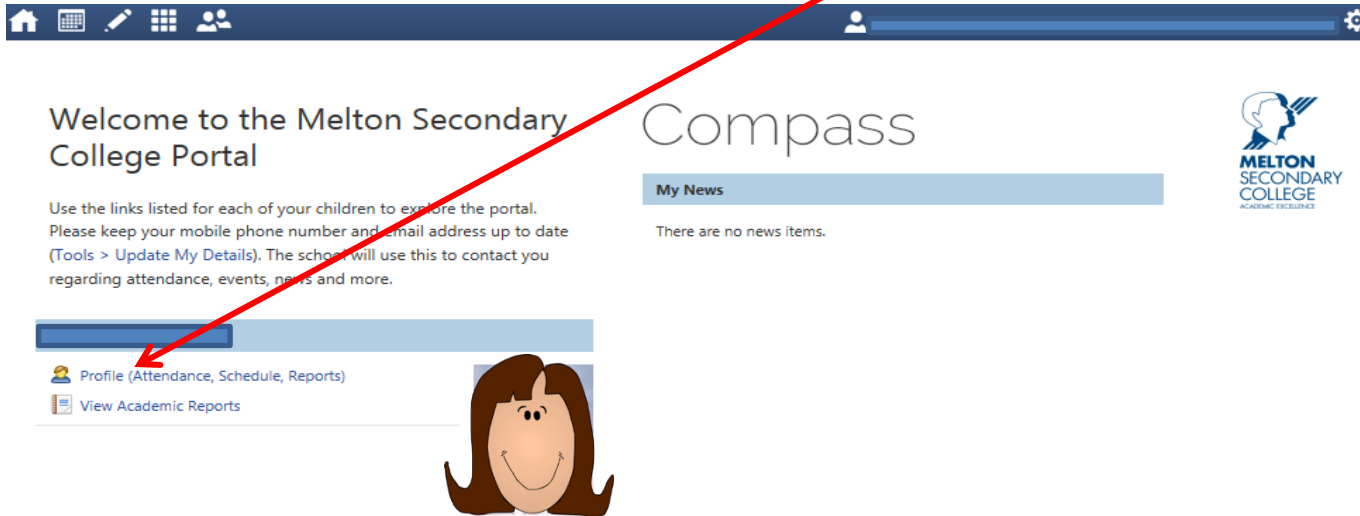


Accessing Attendance

After logging in - click here



Welcome to the Melton Secondary College Portal

Use the links listed for each of your children to explore the portal. Please keep your mobile phone number and email address up to date (Tools > [Update My Details](#)). The school will use this to contact you regarding attendance, events, news and more.


My News

There are no news items.

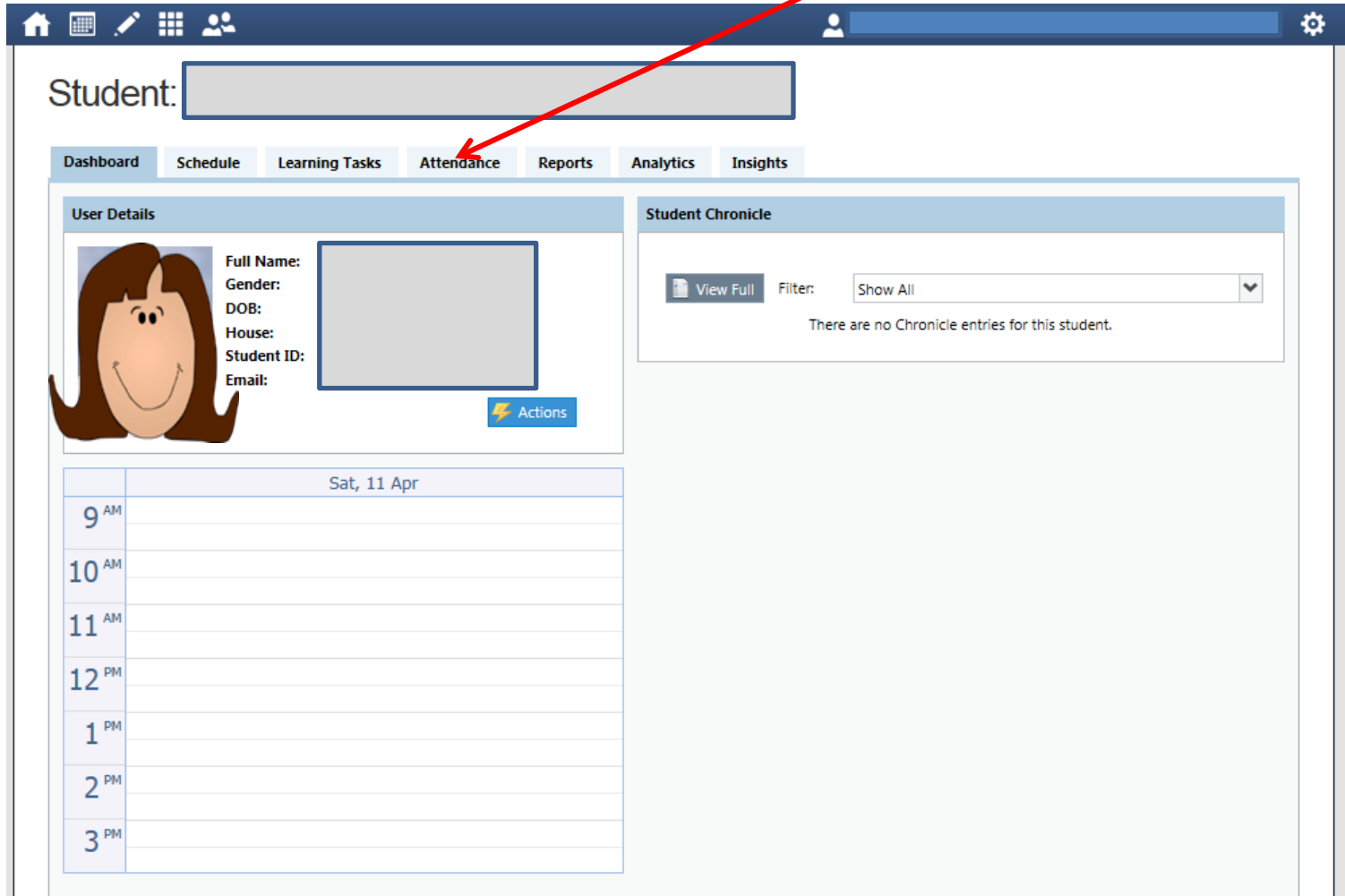
MELTON SECONDARY COLLEGE
ACADEMIC EXCELLENCE

[Profile \(Attendance, Schedule, Reports\)](#)

[View Academic Reports](#)



To look at attendance – click here




The screenshot shows a web application interface for student management. At the top, there is a navigation bar with icons for home, calendar, edit, grid, and users, along with a user profile icon and a settings gear. Below the navigation bar is a search field labeled "Student:" with a red arrow pointing to the "Attendance" tab in the main navigation menu. The main content area is divided into two columns. The left column contains a "User Details" section with a cartoon avatar of a girl and a list of fields: Full Name, Gender, DOB, House, Student ID, and Email. A blue "Actions" button is located below the fields. The right column contains a "Student Chronicle" section with a "View Full" button, a "Filter:" dropdown menu set to "Show All", and a message stating "There are no Chronicle entries for this student." Below these sections is a table for attendance tracking, with the date "Sat, 11 Apr" at the top and rows for times from 9 AM to 3 PM.

Student:

Dashboard | Schedule | Learning Tasks | **Attendance** | Reports | Analytics | Insights

User Details

 Full Name:
Gender:
DOB:
House:
Student ID:
Email:

[Actions](#)

Student Chronicle

[View Full](#) Filter:

There are no Chronicle entries for this student.

Sat, 11 Apr	
9 AM	
10 AM	
11 AM	
12 PM	
1 PM	
2 PM	
3 PM	

On the Attendance page, you can see the subjects studied (here). If you hover the mouse pointer over these areas, you will see an explanation of what each column means (here). The attendance reported on your child's report for each subject is taken from this column (here).

Student: [Redacted]

Dashboard | Schedule | Learning Tasks | **Attendance** | Reports | Analytics | Insights

Summary | Approvals | Unapproved | Arrival/Departure | Full Record

Daily Activities & Attendance

Currently Viewing: < 11/04/2015 >

Activity	Start	Finish	Pd	Location	Staff	Status
There are no activities for this user on this day						

Attendance Summary

Start: 01/01/2015 | End: 31/12/2015 | Students: Active | Class %: All | Ac'td %: All | VCE %: All | Schl %: All

Subject	Class	Form	Run	In Class			Total	Out of Class			Total	Percentages			
				Prsnt	Late Appr	Late Un'd		NP Schl	NP Parnt	NP Un'd		Ass %	Ac'td %	VCE %	Schl %
UNIT 01 VCE GENERAL	MA071C	11D	22	22	0	0	22	0	0	0	0	100	100	100	100
UNIT 01 VCE ART	AR011A	11D	23	23	0	0	23	0	0	0	0	100	100	100	100
UNIT 01 VCE DESIGN &	DT011A	11D	24	24	0	0	24	0	0	0	0	100	100	100	100
UNIT 01 VCE ENGLISH	EN011B	11D	21	21	0	0	21	0	0	0	0	100	100	100	100
UNIT 01 VCE MEDIA	ME011A	11D	24	24	0	0	24	0	0	0	0	100	100	100	100
UNIT 01 VCE PSYCHOLO	PY011A	11D	28	28	0	0	28	0	0	0	0	100	100	100	100
YEAR 11 STUDY SKILLS	11SSKD	11D	8	8	0	0	8	0	0	0	0	100	100	100	100
Year Study periods	11STDD	11D	8	8	0	0	8	0	0	0	0	100	100	100	100
Events	-	11D	1	1	0	0	1	0	0	0	0	100	100	100	100

'In Class' Percentage
For the time allocated to the given class, what percentage was the student doing that actual class/subject (and not something else).

Calculation:
Present + Late / Sessions Run

This figure is most useful for individual subject/class teachers.

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For further information contact
your child's sub school office