

ADDING ABSENCES ON A MOBILE DEVICE

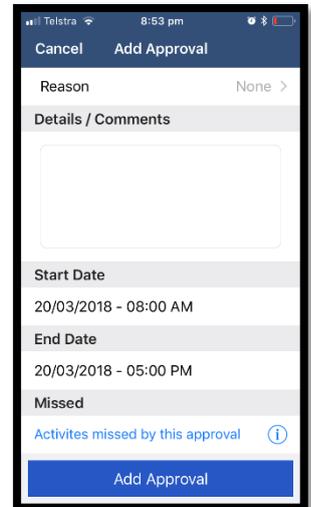
STEP 1

Open the Compass APP and choose your child



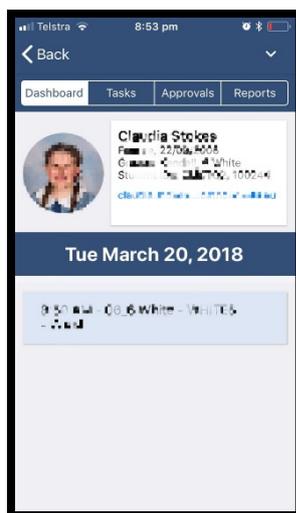
STEP 4

Chose the reason, the date and write a reason. When finished, press "add approval"



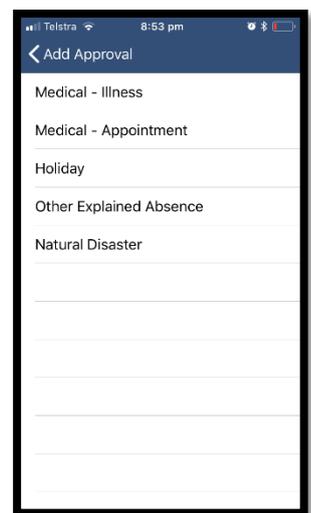
STEP 2

Chose the option called approvals.



REASONS

As a parent, you have five reasons for your child's absence. Choose the most appropriate explanation.



STEP 3

Click the blue + button to add an absence.

