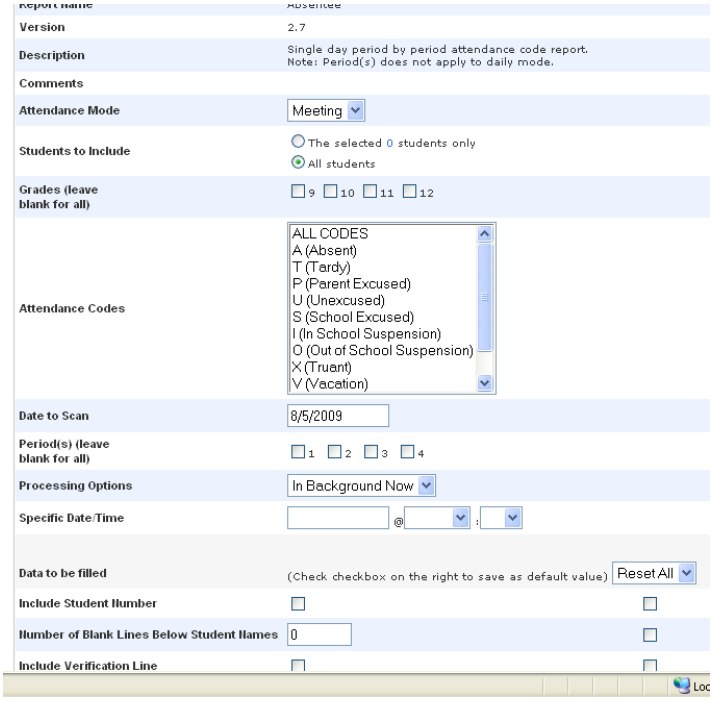
Absentee Report

Apple Grove High School 1
8/5/2009
A

Meeting Attendance
Codes: A,F,I,O,P,S,T,U,V,W,X,,

Student	Grade	Phone	1	2	3	4
Allred, Alfred P	10	916-555-2209	S		S	A
Talked To:_____Relationship:_____Reason:_____ Verify Date:_____Employee:_____						
Allred, Christopher N	11	916-555-8744				A
Talked To:_____Relationship:_____Reason:_____ Verify Date:_____Employee:_____						
Almanza, Harold	11	916-555-5233	A			
Talked To:_____Relationship:_____Reason:_____ Verify Date:_____Employee:_____						
Anderson, Emily S	11	916-555-3541	S			
Talked To:_____Relationship:_____Reason:_____ Verify Date:_____Employee:_____						
Aust, Joseph B	12	916-555-1002	S			
Talked To:_____Relationship:_____Reason:_____ Verify Date:_____Employee:_____						
Blauer, Ashton	10	916-555-1043	T			
Talked To:_____Relationship:_____Reason:_____ Verify Date:_____Employee:_____						
Bowen, Greg R	12	916-555-1020			T	

From the **Start page** choose **Reports** from the left pane and choose **Absentee**. Fill in the report fields and Submit.