

# Aeries Student Supplemental Attendance Sign-In

Supplemental Attendance can be entered by the students via scanning the QR code for their session using their own device and must be on our District's Network.

Room	Session Name	Session ID	Start	End	Date	Lunch Detention Start	Lunch Detention End	Minutes
234	Lunch Detention	2	11:30 AM	12:30 PM	7/13/2017	11:30 AM	12:30 PM	60
234	After School Pgm	5	02:30 PM	06:00 PM	7/10/2017	12:00 PM	12:30 PM	30
					6/26/2017	11:30 AM	12:30 PM	60

Students will need to download the **Aeries Mobile Portal** App from their app store.

1. Find the **Aeries Portal** App on your device and **login**.
2. Click on **Class Check-in** in the bottom menu bar.
3. Click **Scan**. Get the scan box completely over the QR coding symbol.

You will get a message that you are checked into the class.

- a. If you are given multiple attendance **sessions** to select from, select the correct one.
- b. Click on the **Check In/Out** button.

Checkout is automatically done for you unless you leave the class early, then click on the Check Out button or have the teacher manually check you out.