

# Attendance Setup for Administrators

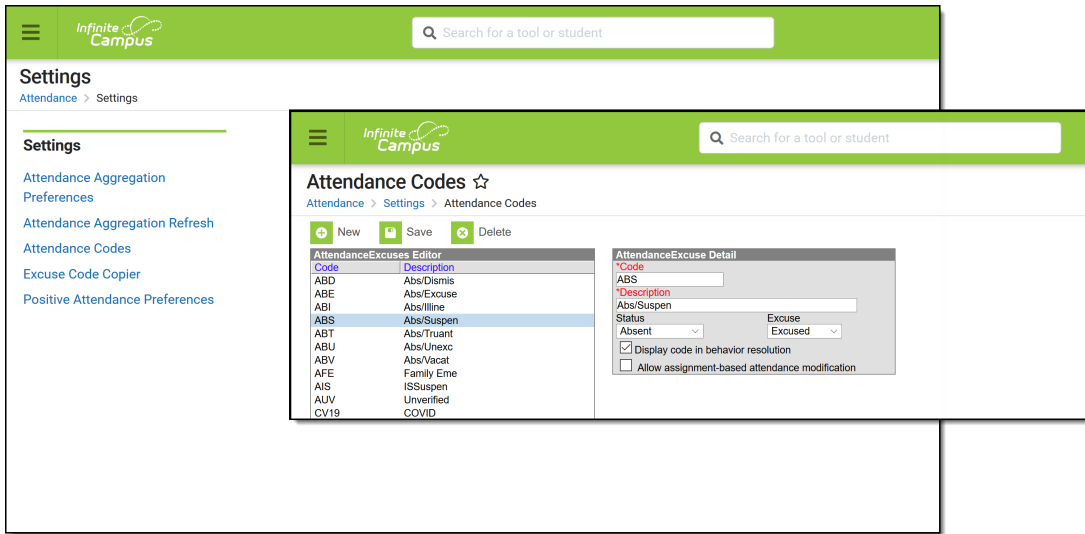
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[Management of Attendance Data | Set Chronic Absentee Calculations](#)

**Classic View:** [System Administration > Attendance](#)

**Search Terms:** [Attendance Settings](#)

The Attendance folder contains tools used for creating attendance codes and copying attendance excuse codes from one calendar to another.



*Attendance Settings*

See the [Attendance Tool Rights](#) for suggested tool right assignments for this area.

## Management of Attendance Data

Topic	Tool
Create Attendance Codes	<a href="#">Attendance Codes</a>
Copy attendance codes between calendars	<a href="#">Excuse Code Copier</a>
Set Positive Attendance Preferences	<a href="#">Positive Attendance Preferences</a>

## Set Chronic Absentee Calculations

Topic	Tool
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Topic	Tool
Assign preferences for calculating chronic absentee data	<a href="#">Attendance Aggregation Preferences</a>
Retrieve up-to-the-minute attendance calculations for use in viewing student chronic absentee information	<a href="#">Attendance Aggregation Refresh</a>