

Indiana Ed-Fi - Virtual Attendance

Last Modified on 10/22/2022 10:18 am CDT

Classic View: System Administration > Ed-Fi

Search Terms: Ed-Fi

Students who are virtual for any reason need to have present codes added to their Attendance per-period, per-day. Indiana DOE requires that all attendance marks for each individual student need to report. As such, we need to know that the student is Virtually Present. These attendance marks are not teacher marked and will need to be reconciled to one of the reportable attendance codes.

The following students also need a Virtual Education Program:

1. Student 100% Enrolled in a Virtual School
2. Students over 50% Virtual in a in-person School

The following program is no longer used by IDOE:

1. Virtual Due To COVID-19
 - All virtual students who report a program to Student Program Associations will report the 'Virtual Education' program regardless of the reason for the Virtual time.

Attendance Code Set-Up:

Infinite Campus	Status	Excuse	State Code Map	Ed-Fi Map
Virtual	Present	Excused	01: Virtual	Virtual:Virtual
Virtual Due to COVID	Present	Excused	02: Virtual Due to COVID-19	Virtual due to COVID-19

*No other codes need a state code mapping in System Administration > Attendance > Attendance Codes.

Attendance Codes

Note: You do not need to add present codes to students who are present in a normal in-person

classroom. We already send this data without the code.

Setting up a student Enrollment for 50% or more Virtual

Index > Search > Student > Enrollment > State Reporting fields

State Reporting Fields

State Exclude <input type="checkbox"/>	Membership Exclude <input type="checkbox"/>	IPS Student <input type="checkbox"/>	Foreign Exchange <input type="checkbox"/>
ADM Type <div style="border: 1px solid #ccc; padding: 2px;">1: Resident Enrollment ▼</div>	Corporation of Legal Settlement <div style="border: 1px solid #ccc; padding: 2px;">Select a Value ▼</div>	County Of Legal Residence <div style="border: 1px solid #ccc; padding: 2px;">Select a Value ▼</div>	
Serving School <div style="border: 1px solid #ccc; padding: 2px;">Select a Value ▼</div>	Accountable School <div style="border: 1px solid #ccc; padding: 2px;">Select a Value ▼</div>		
Resident District <div style="border: 1px solid #ccc; padding: 2px;">Select a Value ▼</div>	Serving District <div style="border: 1px solid #ccc; padding: 2px;">Select a Value ▼</div>		
Dual Credit <div style="border: 1px solid #ccc; padding: 2px;">▼</div>	Daily Dual Enroll Instr Min <input type="text"/>	Virtual Student <div style="border: 2px solid green; padding: 2px; display: inline-block;">100</div>	Distance Learning <input type="checkbox"/>

State Reporting Fields

Note: The 'Distance Learning' checkbox is no longer used for 'Virtual Programs'. This was used for the 'Virtual Due To COVID-19' program that the state no longer accepts.

Once attendance codes are set-up and mapped and the student has the appropriate percentage of time on their enrollment, resync the Student School Associations, Student Program Associations and Student resources. This will update the students Virtual Program status.

To make a student present virtually, you will need to go to the students record and add the Virtual Attendance code. If they are Absent, add an absence code.

Code	Status	Excuse	Present Minutes	Comments
VP19: Virtual Present - Due to COVID-19 ▼	P	E	0	
AE: Absent Excused ▼	P	E	0	

Attendance Codes

In the example above, this student was present virtually due to COVID-19, however, they never checked in with their second period teacher. Therefore, they have an absence code. This setup sends the Virtual Due to COVID-19 presence code for period 1 and absent excused for period 2.

For full Virtual Schools, use the Attendance Wizard daily, weekly or hourly to update the student

attendance records. Index> Attendance> Attendance Wizard. This allows you to add the code to multiple students at a time per period.

Indiana requires a record for every student for every period. As a result, we will require positive attendance codes for virtual students until we can update the Blended Learning functionality for virtual student attendance reporting.
