Submit Attendance Verification

Due to federal guidelines, students must have their attendance (or participation for online courses) verified for each class in which they are enrolled. This must occur during the first two weeks of class and the University provides two ways for instructors to submit this information: classroom attendance scanners or the attendance verification interface.

Automated Attendance Scanners

If you have an automated attendance scanner in your classroom, you may use it to record their attendance. For instructions on setting up the attendance scanner for your course, see Attendance Scanner Documentation. For additional information on attendance scanners, see attendance.olemiss.edu.

Attendance Verification Interface

The second option is to use the class Attendance Verification interface located in myOleMiss-> Faculty-> Course Administration -> Class Rolls and Grades.

During the first two weeks of the semester, for quick access, there will be a Submit Attendance Verification link available under the header for each course section listed. You may also access this interface from Class Rolls and Grades-> in the drop-down menu choose, Attendance -> Go. Select the Submit Attendance Verification button in the Attendance Verification section.

There are two options for verification – Verify as Present or No show. You may also choose to Mark All as Present using the link at the top of the page.

If you need to update this form after your initial submission, it is possible to submit again. The Attendance Verification form will remember your previous entries so that you can update new additions or change a status.

There is additional information for both instructors and students on the GoToClass information page.