Welcome to AccuClass

Below you will find steps on how to use **Accuclass** as a student:

button.accordion { background-color: #eee; color: #444; cursor: pointer; padding: 18px; width: 100%; border: none; text-align: left; outline: none; font-size: 21px; font-weight: bold; transition: 0.4s; } button.accordion.active, button.accordion:hover { background-color: #7c9f22; color: #000000; } div.panel { padding: 0 18px; display: none; background-color: white; } .accordion:after { content: '\02795'; /* Unicode character for "plus" sign (+) */ font-size: 13px; color: #777; float: right; margin-left: 5px; } .active:after { content: "\2796"; /* Unicode character for "minus" sign (-) */ } .note { background-color: #ffffcc; border-left: 6px solid #ffeb3b; } 1. Get Login Information From Admin/Instructor

Students should have been given their login information to access AccuClass by the admin or instructor. The information provided to a student for them to be able to Sign in into AccuClass should be:

- **Email** - your email
- **Password** - the password assigned by the admin (you will be able to change it once logged in)

Once you have all of the login information you are ready to Login to AccuClass
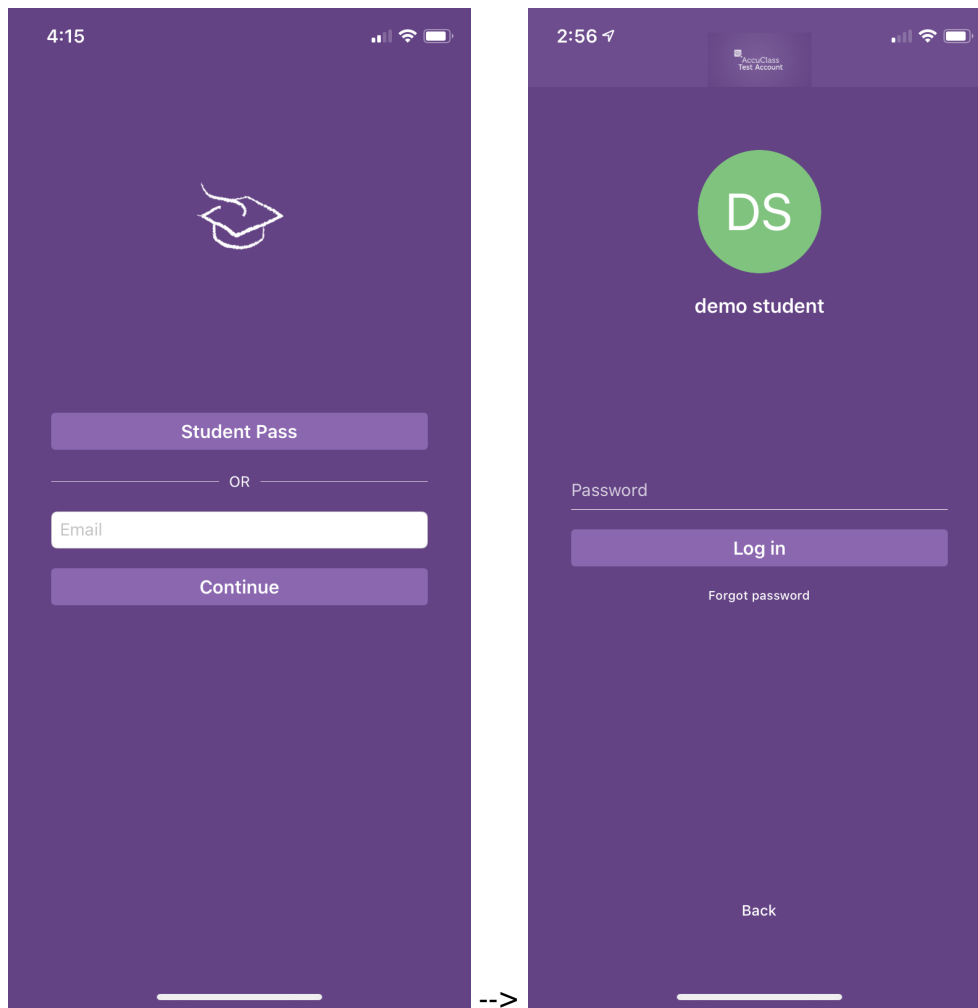
2. Download and Login to the AccuClass App

After you have all the login information you will be able to log into AccuClass app

To **login** to AccuClass using the app you must first install the app, for instruction on how to download the AccuClass app Click Here.

Once the app is downloaded you can sign in by:

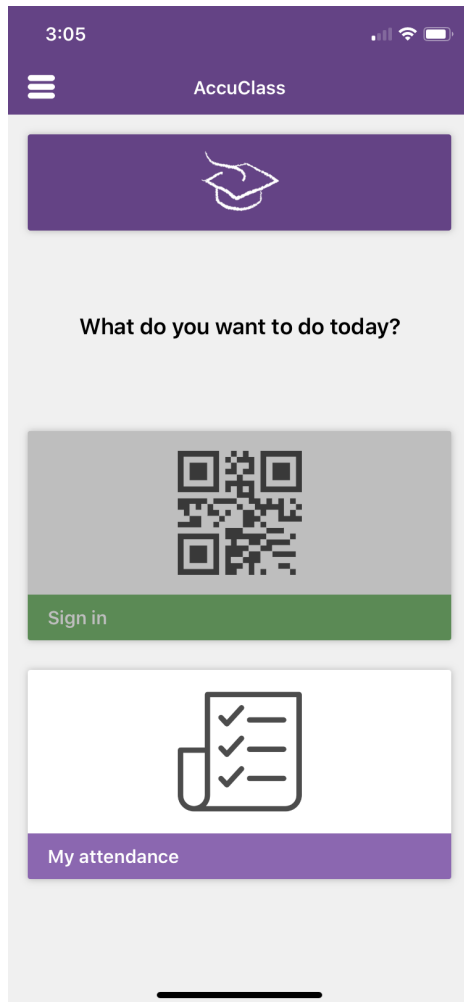- **Entering your Email**

- **Entering your Password**

4:15

Student Pass

OR

Email

Continue

2:56

DS
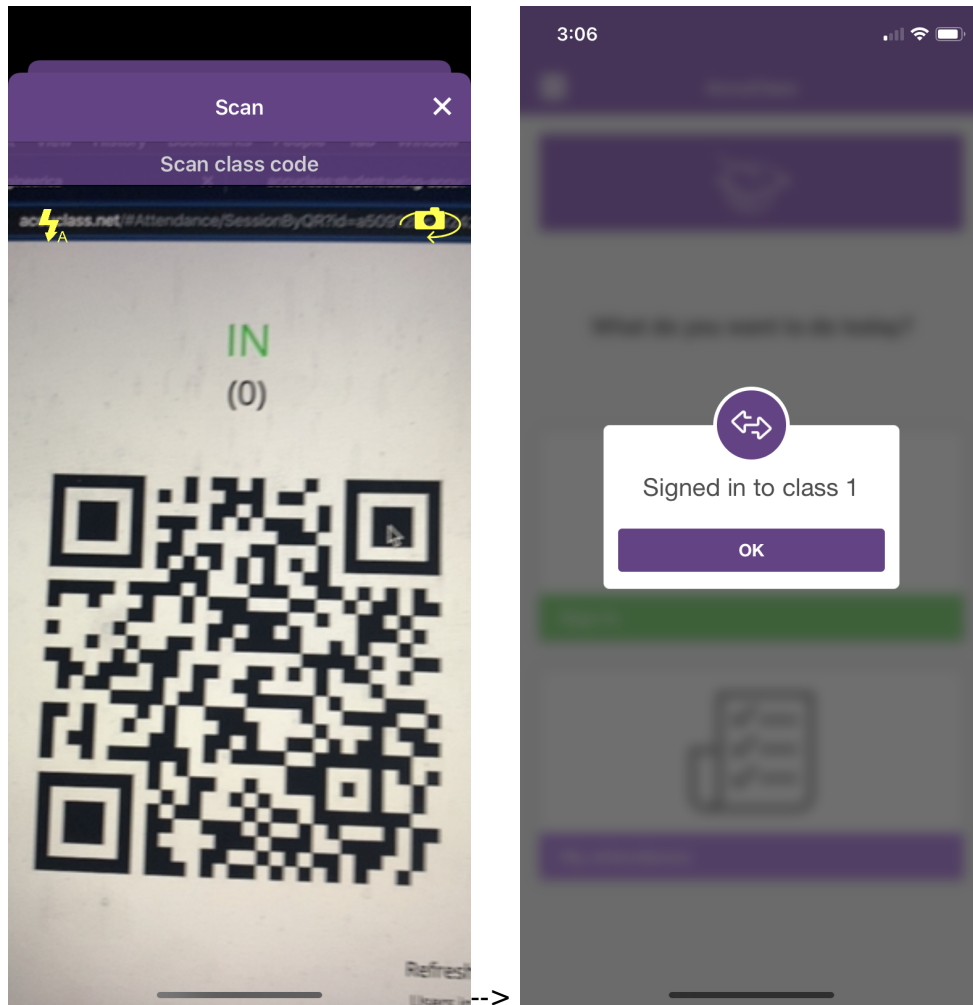
demo student

Password

Log in

Forgot password

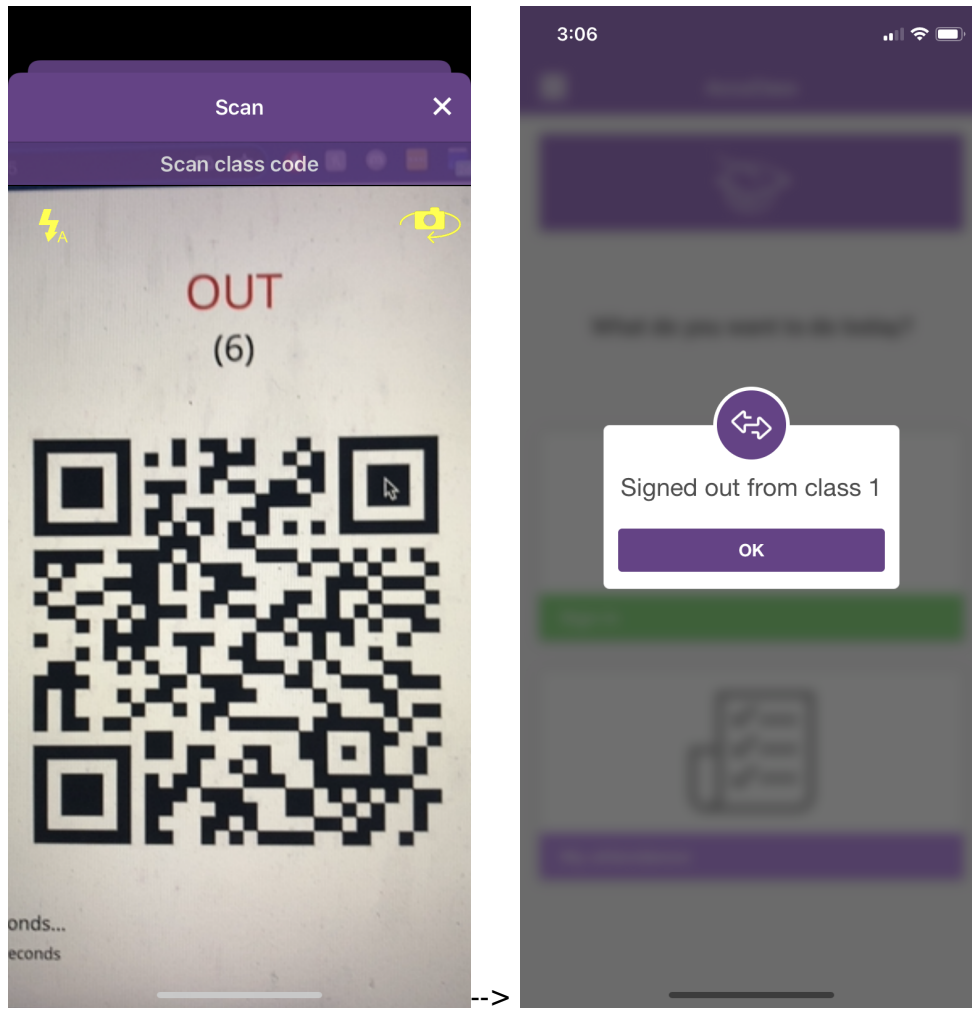Back

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3. Signing in/out of a class using AccuClass app

Once logged into the AccuClass app you will be able to sign into a class by clicking Sign in

After you click Sign in, AccuClass would access your camara and you will be able to **scan** your class signin QR code that appears on the screen. Once signed in you will recieve a message that you have successfully signed into the class.
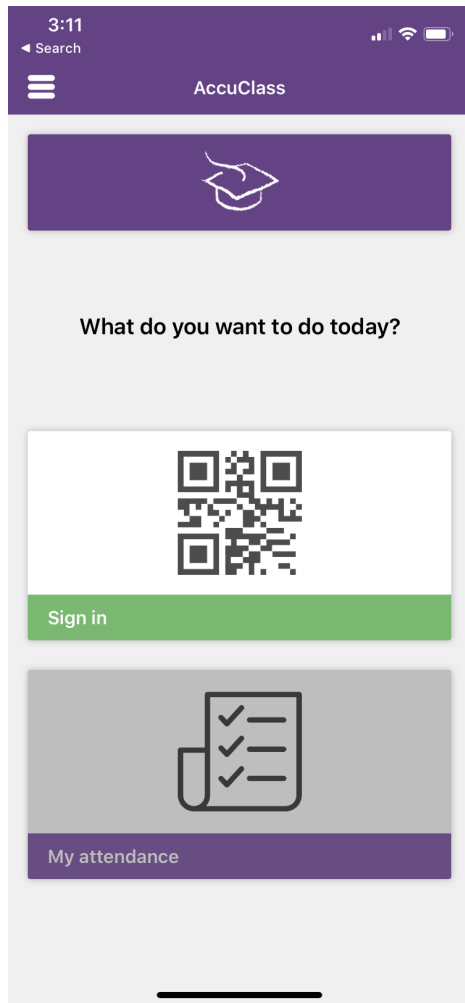
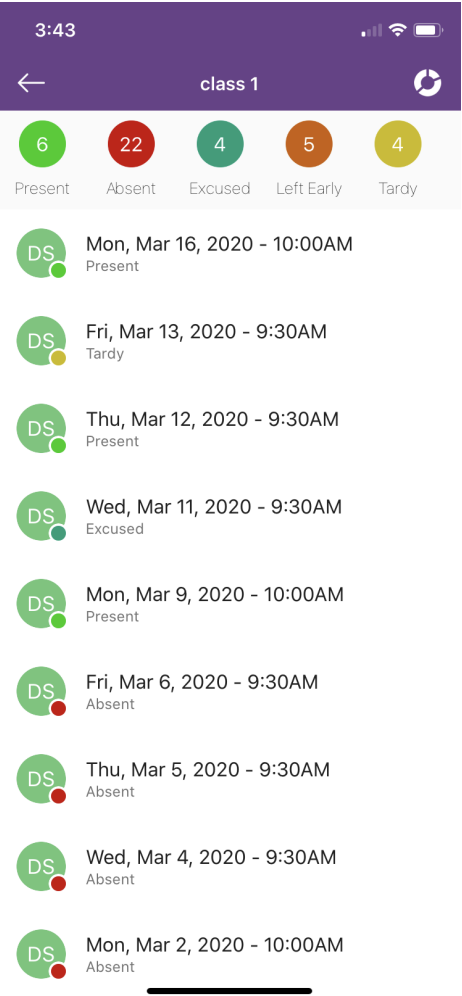The same thing goes for when **signing out** as well
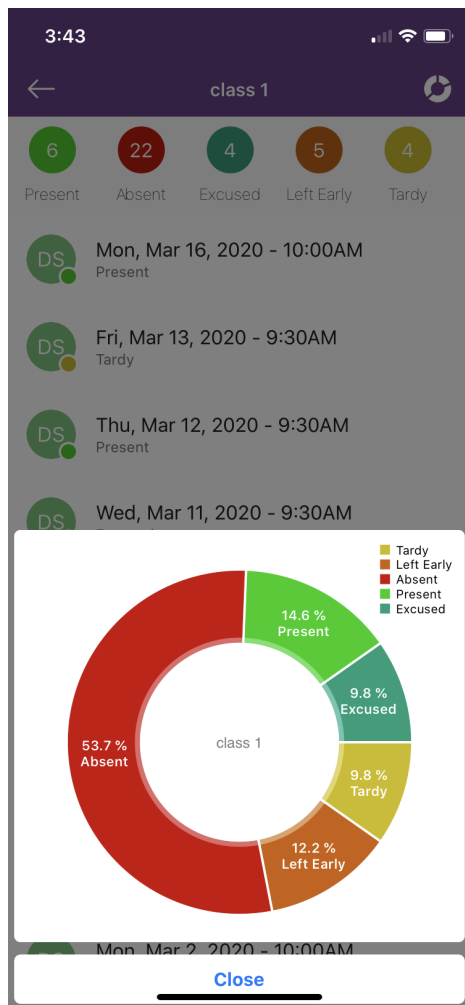
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4. Viewing My Attendance

Click on an option below Sign in labeled **My Attendance** to view your attendance

From this menu you can view your total number of attendance per status as well as all your attendance records

3:43

← class 1 ⟳

6	22	4	5	4
Present	Absent	Excused	Left Early	Tardy

DS Mon, Mar 16, 2020 - 10:00AM
     Present

DS Fri, Mar 13, 2020 - 9:30AM
     Tardy

DS Thu, Mar 12, 2020 - 9:30AM
     Present

DS Wed, Mar 11, 2020 - 9:30AM
     Excused

DS Mon, Mar 9, 2020 - 10:00AM
     Present

DS Fri, Mar 6, 2020 - 9:30AM
     Absent

DS Thu, Mar 5, 2020 - 9:30AM
     Absent

DS Wed, Mar 4, 2020 - 9:30AM
     Absent

DS Mon, Mar 2, 2020 - 10:00AM
     Absent

You can also click on the doughnut shaped image to get a visual representation of your data
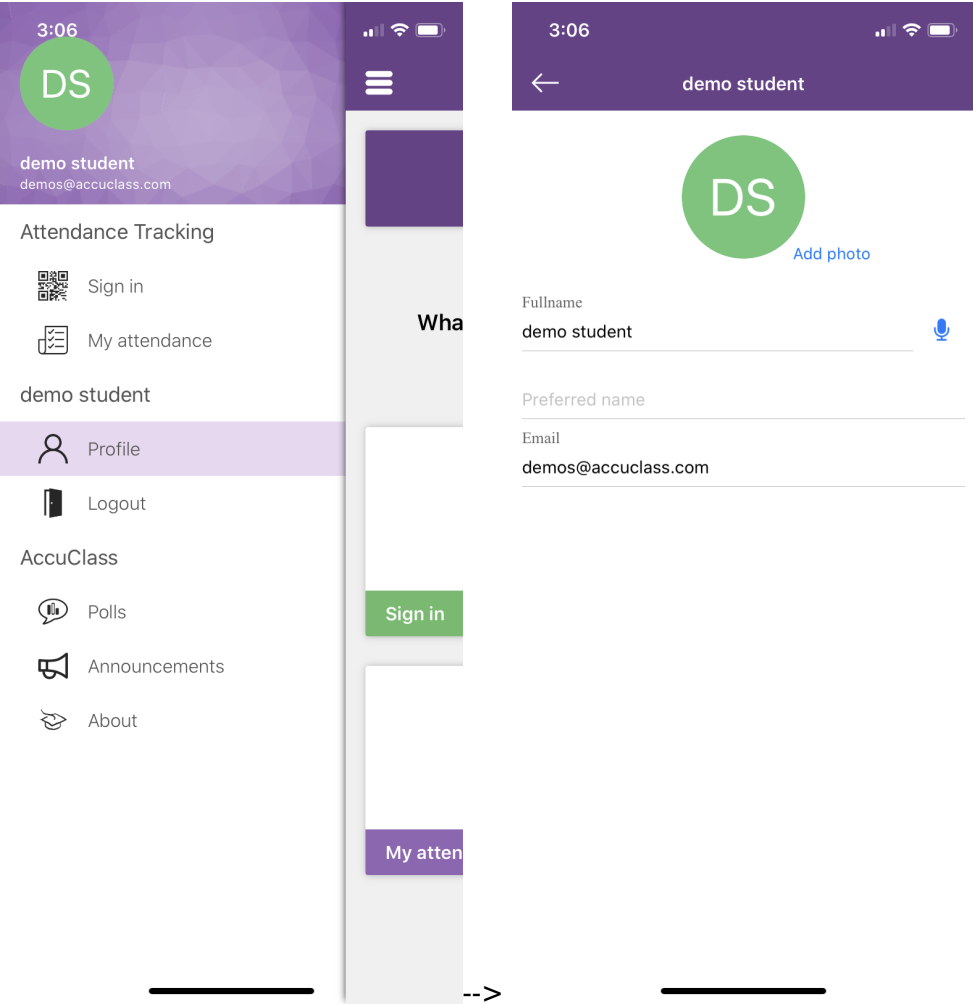
5. Other AccuClass app Settings

By clicking on the top left corner of the screen in the AccuClass app you will open up a menu. In this menu you will be able to do the following:
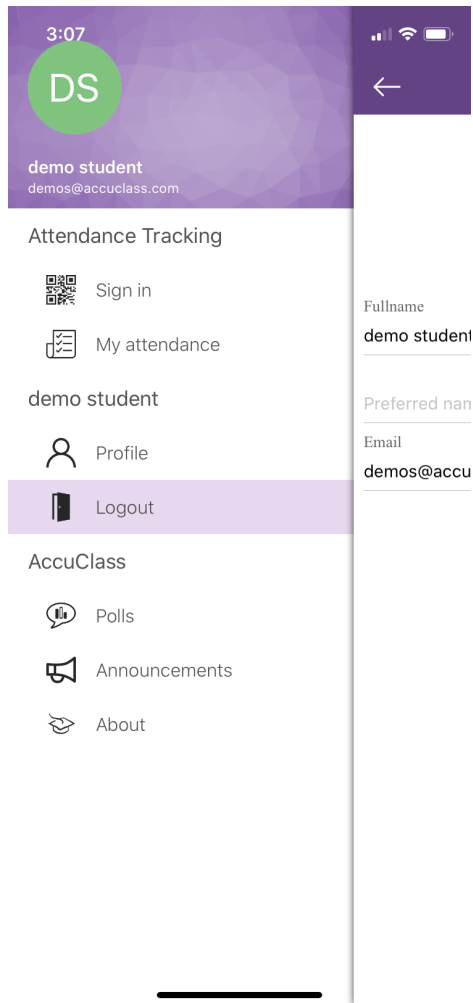
By clicking the **Profile** button on the menu you will be able to edit your profile. This includes editing your profile picture, your and adding a preferred name
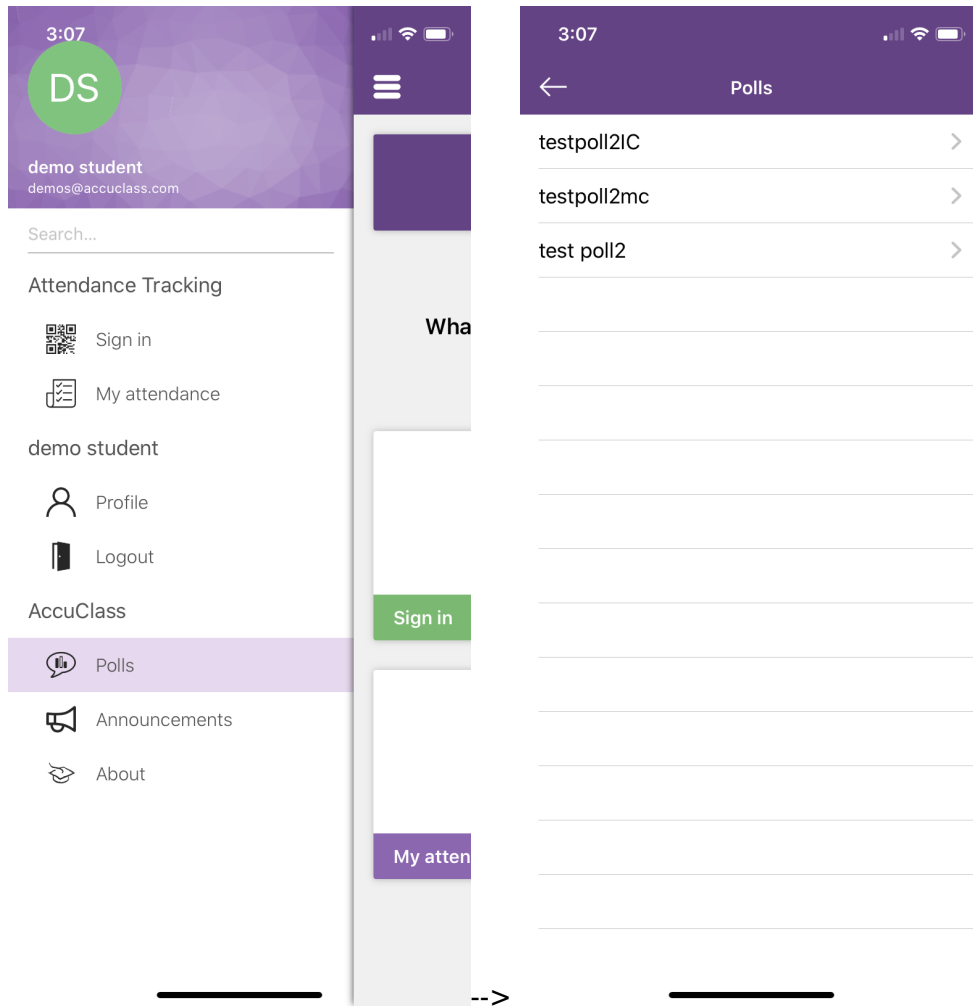
Logout

By clicking the **Logout** button you will be signed out of the AccuClass app
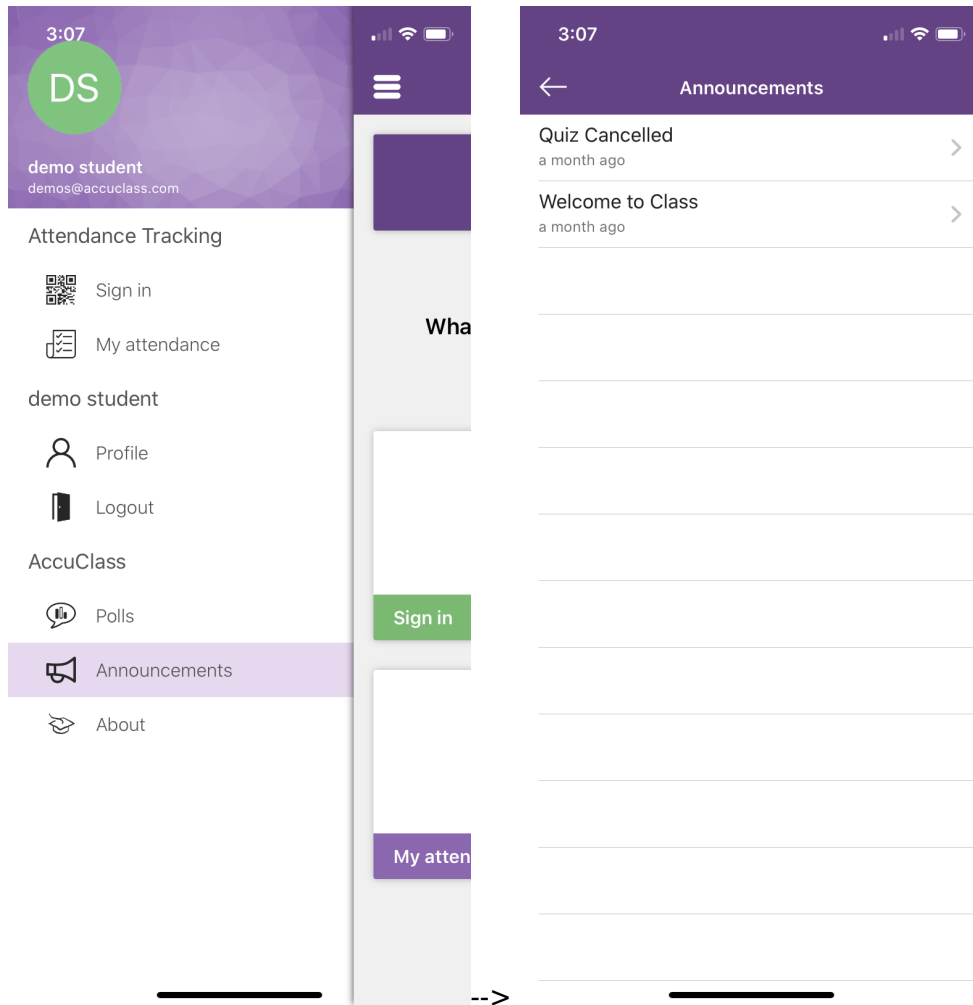
3:07

DS

demo student
demos@accuclass.com

Attendance Tracking

▦ Sign in

▤ My attendance

demo student

👤 Profile

🚪 Logout

AccuClass

💬 Polls

📢 Announcements

🎓 About

Fullname
demo student

Preferred nan

Email
demos@accu

Fill out Polls

By clicking the **Polls** button you will be able to see all the polls available to you and fill them out

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View Announcements

By clicking the **Announcements** button you will be able to see all the announcements posted for you by your admin or instructor

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Click here to go back to the Main **AccuClass** Documentation page.

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