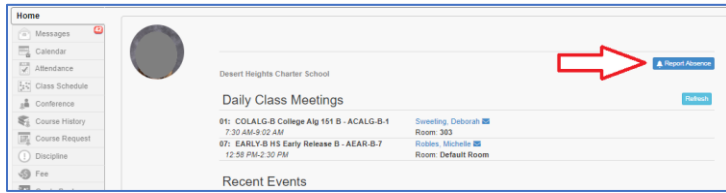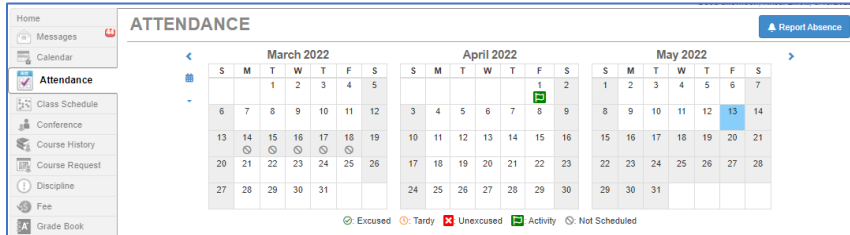1. Login to ParentVUE
2. On the "Home" screen or from "Attendance", click "Report Absence"
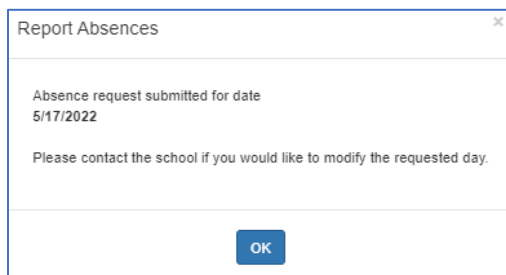   - PVUE Home

   - PVUE Attendance

3. Enter the absence information and upload any supporting documentation (doctor's notes, etc.)

4. A prompt like the following will be received to confirm submission.

Note: If you have previously submitted attendance for the selected day, a prompt like the following will be received. Select a different day or contact the office to modify attendance for an existing day.