

Using the App as a Section Participant

Audience: Section Participants



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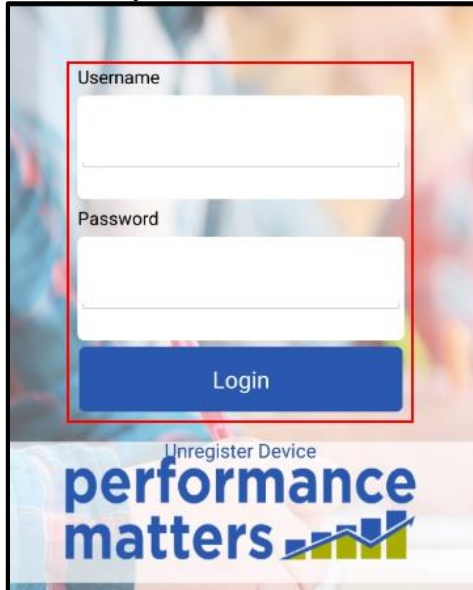
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This document provides a step-by-step walkthrough for **Accessing Your Courses** and **Take Attendance**.

Accessing Your Courses

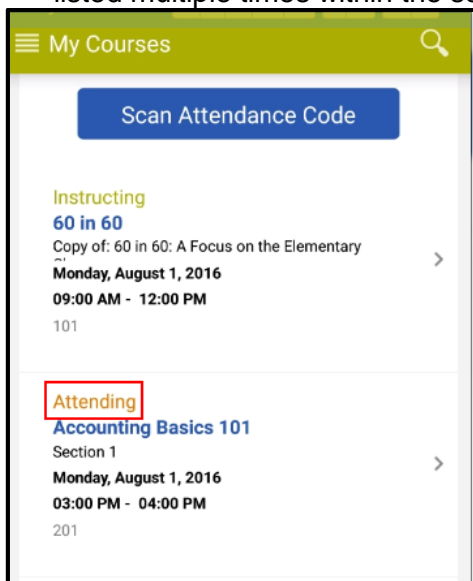
Logging In to the App

- Enter your district **Username** and **Password** and tap **Login**.

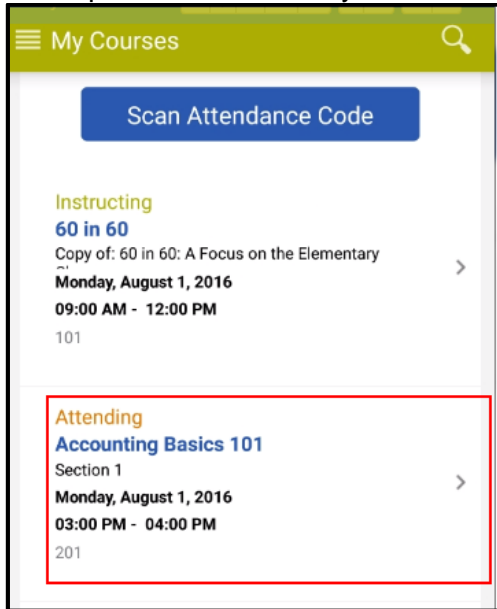


Accessing Your Classes

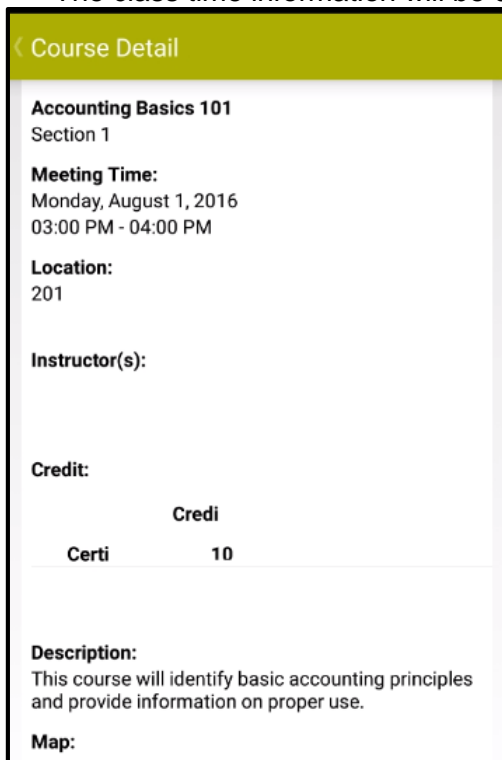
- **Class Times** that you are both instructing and attending will be displayed. Class times you are attending will be designated as **Attending**. If your section has multiple class times, they will be listed multiple times within the screen.



- Tap on the class time you would like to access.

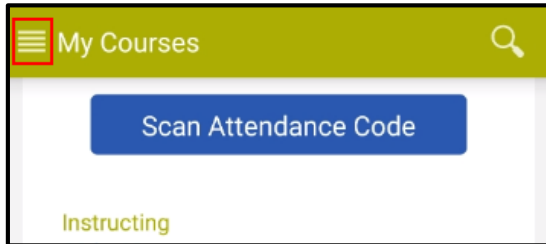


- The class time information will be displayed.

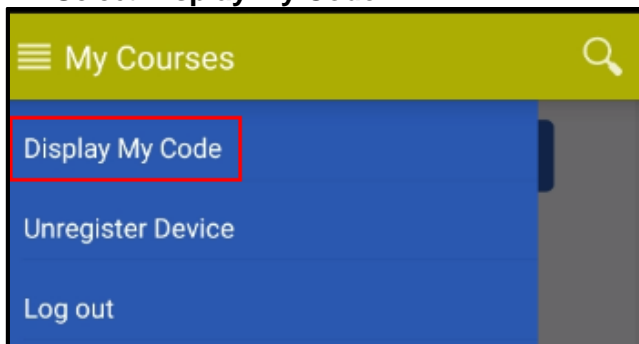


Displaying Your QR Code for Attendance

- A QR Code is generated for you as a participant of Learning Opportunities within your portal. The instructors of your sections can scan the QR codes for attendance.
- In the **Performance Matters Mobile** app, tap the **Menu** icon on the **My Courses** page.



- Select **Display My Code**.

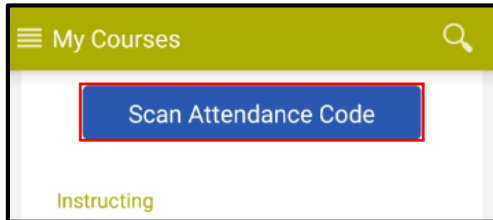


- Your QR Code will display for the instructor to scan.



Scanning a Class Time QR Code for Attendance

- An instructor can generate a QR Code that you can scan to mark yourself as attended.
- In the **Performance Matters Mobile** app, tap **Scan Attendance Code** on the **My Courses** page.



- Use the **QR Scanner** to scan the QR Code from the instructor.



- The pop-up confirms that you are checked in for the section time and marked as attended. Tap **OK** to return to the app.

