

## **Tech Tip**

## Is Roll Call Attendance affecting your grades in Canvas?

## October 14, 2014

By default, Roll Call Attendance in Canvas is treated as a published assignment. This means that it will count for or against student grades. If you desire to have attendance graded, you may not have to change anything. On the other hand, if you would rather not have an attendance grade, just follow these easy steps.

- 1. Log into Canvas.
- 2. Select a current course from the Courses menu.
- 3. On the left, click Assignments.
- 4. Look through your list of assignments for one called Roll Call Attendance.
  - Roll Call Attendance
- 5. Look for the green cloud with a white check mark. This means the assignment is published and likely impacting grade-calculations.



6. Click it so that it turns grey. This will unpublish the assignment and will discontinue it from affecting grades. This will not affect your ability to take attendance.



Note: We are aware of the limitations of Roll Call Attendance such as having the ability to select excused or unexcused absence as well as the limitations to producing reports. If you are interested in letting Canvas know how to improve it, we suggest you visit: <a href="https://help.instructure.com/entries/22323935-Kitchen-Sink-Attendance-Roll-Call">https://help.instructure.com/entries/22323935-Kitchen-Sink-Attendance-Roll-Call</a>



