

Attendance- Attendance Audit - Excel (Activity ID 1516)

Last Modified on 05/29/2018 8:28 am EDT

This report can be used to verify staff hours and can be used in place of employee time sheets. This report displays check-in/out date, check-in/out user ID, create date, create by user ID, last change date, and last change by user ID, separated by child and center.

Required Fields: Center and From Date

Reports > Room/Program

Room Reports

Quick Search Report Name or Report Category

Report Category: Attendance

Report: Attendance Audit - Excel

Create a report for viewing all attendance recorded for a specific center for a particular date range. This report displays check-in/out date, check-in/out user ID, create date, create by user ID, last change date, and last change by user ID, separated by child and center.

Search Criteria

Center: --

From Date: 01/17/2018

To Date: 01/30/2018

Create Report

Example report-

| ATTENDANCE AUDIT REPORT | | | | | | | |
|---------------------------------|-------------|------------------------|--------------|------------------------|-----------|------------------------|----------------|
| CHECK-IN DATE | CHECK-IN BY | CHECK-OUT DATE | CHECK-OUT BY | CREATE DATE | CREATE BY | LAST CHANGE DATE | LAST CHANGE BY |
| 3158 - DCW Demo | | | | | | | |
| 642 - Bree Baker | | | | | | | |
| 01/26/2018 13:30:00 PM | jhite2 | 01/26/2018 17:00:00 PM | jhite2 | 01/29/2018 14:08:09 PM | jhite2 | 01/29/2018 14:08:10 PM | jhite2 |
| 643 - Denise Dunwoody | | | | | | | |
| 01/26/2018 13:10:00 PM | jhite2 | 01/26/2018 17:00:00 PM | jhite2 | 01/29/2018 14:08:26 PM | jhite2 | 01/29/2018 14:08:29 PM | jhite2 |
| 648 - Georgia Grayson | | | | | | | |
| 01/26/2018 13:00:00 PM | jhite2 | 01/26/2018 17:30:00 PM | jhite2 | 01/29/2018 14:08:44 PM | jhite2 | 01/29/2018 14:08:47 PM | jhite2 |
| 17580 - Joe Blue | | | | | | | |
| 01/26/2018 13:15:00 PM | jhite2 | 01/26/2018 17:30:00 PM | jhite2 | 01/29/2018 14:08:18 PM | jhite2 | 01/29/2018 14:08:20 PM | jhite2 |
| 17897 - Penelope Andrews | | | | | | | |
| 01/26/2018 13:30:00 PM | jhite2 | 01/26/2018 17:30:00 PM | jhite2 | 01/29/2018 14:07:56 PM | jhite2 | 01/29/2018 14:07:59 PM | jhite2 |
| 18825 - Bridget Lewis | | | | | | | |
| 01/26/2018 08:00:00 AM | jhite2 | 01/26/2018 13:20:00 PM | jhite2 | 01/29/2018 14:08:53 PM | jhite2 | 01/29/2018 14:08:57 PM | jhite2 |
| 01/26/2018 14:00:00 PM | jhite2 | | | 01/29/2018 14:09:01 PM | jhite2 | 01/29/2018 14:09:01 PM | jhite2 |
| 20186 - Johnny Football | | | | | | | |
| 01/26/2018 13:30:00 PM | jhite2 | 01/26/2018 17:30:00 PM | jhite2 | 01/29/2018 14:08:35 PM | jhite2 | 01/29/2018 14:08:36 PM | jhite2 |
| 31110 - Amanda Long | | | | | | | |
| 01/26/2018 13:40:00 PM | jhite2 | 01/26/2018 17:00:00 PM | jhite2 | 01/29/2018 14:09:11 PM | jhite2 | 01/29/2018 14:09:20 PM | jhite2 |
| 3165 - Central Falls | | | | | | | |
| 639 - Allison Arthur | | | | | | | |
| 01/17/2018 23:26:00 PM | 1111 | 01/17/2018 23:27:00 PM | 1111 | 01/17/2018 23:26:42 PM | system | 01/17/2018 23:27:06 PM | AttJournal |
| 01/17/2018 23:29:00 PM | 1111 | 01/17/2018 23:29:00 PM | 1111 | 01/17/2018 23:29:04 PM | system | 01/17/2018 23:29:21 PM | AttJournal |
| 01/17/2018 23:30:00 PM | 1111 | 01/17/2018 23:31:00 PM | 1111 | 01/17/2018 23:30:38 PM | system | 01/17/2018 23:31:01 PM | AttJournal |
| 01/17/2018 23:31:00 PM | 1111 | 01/17/2018 23:32:00 PM | 1111 | 01/17/2018 23:31:55 PM | system | 01/17/2018 23:32:17 PM | AttJournal |
| 01/17/2018 23:32:00 PM | 1111 | | | 01/17/2018 23:32:36 PM | system | 01/17/2018 23:32:36 PM | AttJournal |
| 01/18/2018 00:14:00 AM | 1111 | 01/18/2018 20:38:40 PM | 1111 | 01/18/2018 00:14:23 AM | system | 01/18/2018 20:38:41 PM | AttJournal |
| 01/18/2018 20:38:40 PM | 1111 | 01/18/2018 20:38:49 PM | 1111 | 01/18/2018 20:38:41 PM | system | 01/18/2018 20:38:49 PM | AttJournal |
| 01/19/2018 00:30:00 AM | 1111 | | | 01/19/2018 00:31:00 AM | system | 01/19/2018 00:31:00 AM | AttJournal |
| 01/23/2018 16:11:46 PM | 1111 | 01/23/2018 21:37:00 PM | 1111 | 01/23/2018 16:11:47 PM | system | 01/23/2018 21:37:36 PM | AttJournal |
| 01/23/2018 23:29:00 PM | 1111 | | | 01/23/2018 23:29:17 PM | system | 01/23/2018 23:29:17 PM | AttJournal |
| 01/24/2018 11:48:43 AM | ccarline2 | 01/24/2018 11:54:48 AM | 1111 | 01/24/2018 11:48:44 AM | system | 01/24/2018 11:54:48 AM | AttJournal |
| 01/24/2018 11:54:48 AM | 1111 | 01/24/2018 15:38:06 PM | 1111 | 01/24/2018 11:54:48 AM | system | 01/24/2018 15:38:08 PM | AttJournal |
| 01/25/2018 16:15:33 PM | 1111 | 01/25/2018 16:15:57 PM | 1111 | 01/25/2018 16:15:34 PM | system | 01/25/2018 16:15:58 PM | AttJournal |
| 01/25/2018 16:16:15 PM | 1111 | 01/25/2018 16:16:29 PM | 1111 | 01/25/2018 16:16:19 PM | system | 01/25/2018 16:16:30 PM | AttJournal |
| 01/25/2018 16:16:30 PM | 1111 | 01/25/2018 16:16:42 PM | 1111 | 01/25/2018 16:16:30 PM | system | 01/25/2018 16:16:42 PM | AttJournal |
| 01/25/2018 16:17:13 PM | 1111 | 01/25/2018 16:22:00 PM | 1111 | 01/25/2018 16:17:14 PM | system | 01/25/2018 16:22:15 PM | AttJournal |
| 01/25/2018 16:22:39 PM | 1111 | | | 01/25/2018 16:22:40 PM | system | 01/25/2018 16:22:40 PM | AttJournal |