

Edit a Meeting

Select the date column header to open the menu and select Edit meeting. You can choose a new date from the pop-up calendar. If you change the date of a meeting or select Go to Today, all meetings are chronologically sorted when you close and open the Attendance page.

Student	Overall Score	9/9/24	9/20/24	Today
 Catherine Clark	83.33 / 100	✓ Present	Mark	☒ Mark all present ☒ Mark all absent ☐ Clear marks ☐ Exempt meeting ☒ Edit meeting ☐ Delete meeting
 Van Claymaker	66.67 / 100	🕒 Late	Mark	
 Jane Miller	100 / 100	✓ Present	Mark	
 Miles Runnings	83.33 / 100	✓ Present	Mark	

2024
September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Go to today

You can choose a meeting date in the future. If you have one or more meetings in the future, the Meeting view still opens to the most recent Today meeting.

Blackboard Questions?

Email: blackboard@govst.edu Phone: (708) 534-4115

Blackboard Questions?

Email: blackboard@govst.edu Phone: (708) 534-4115