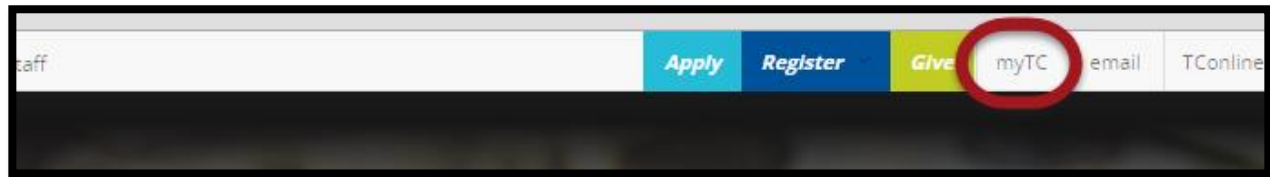
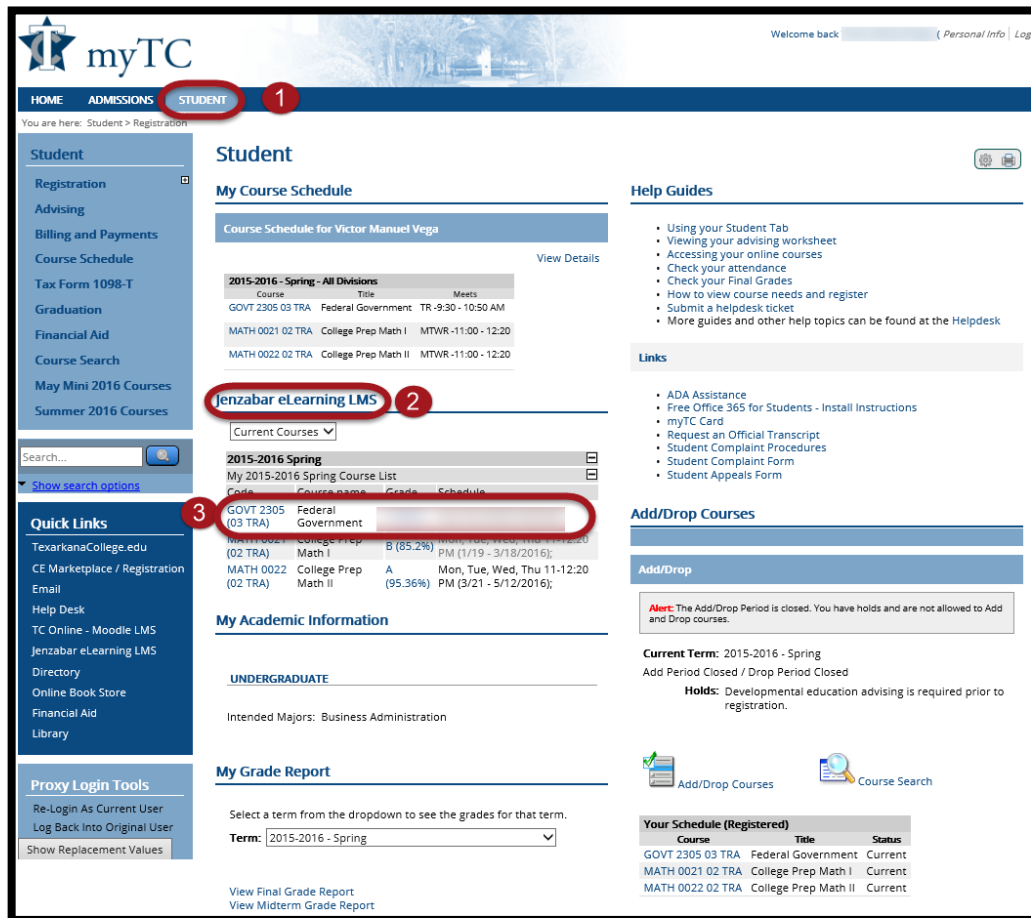


How to Check Your Attendance in myTC From a Desktop/Laptop

First, log in to myTC from the Texarkana College website (texarkanacollege.edu) using your Texarkana College user name and password.



1. Click on the *Student* tab.
2. Find your course in the *Jenzabar eLearning LMS* section of the page.
3. Click on the *course* that you want to check your attendance in.

A screenshot of the myTC Student page. The 'STUDENT' tab in the top navigation bar is circled in red with a '1'. In the 'My Course Schedule' section, the 'Jenzabar eLearning LMS' link is circled in red with a '2'. In the 'My 2015-2016 Spring Course List' table, the course entry 'GOVT 2305 Federal Government' is circled in red with a '3'.

Course	Title	Meets
GOVT 2305 03 TRA	Federal Government	TR 9:30 - 10:50 AM
MATH 0021 02 TRA	College Prep Math I	MTWR-11:00 - 12:20
MATH 0022 02 TRA	College Prep Math II	MTWR-11:00 - 12:20

Code	Course name	Grade	Schedule
GOVT 2305 (03 TRA)	Federal Government		
MATH 0021 (02 TRA)	College Prep Math I	B (85.2%)	Mon, Tue, Wed, Thu 11-12:20 PM (1/19 - 3/18/2016);
MATH 0022 (02 TRA)	College Prep Math II	A (95.36%)	Mon, Tue, Wed, Thu 11-12:20 PM (3/21 - 5/12/2016);

4. On the left hand side (in the light blue box), click on Attendance.
5. This will populate the right side with the information about your attendance in that course.

6. A daily log of your attendance is also listed.

The screenshot shows the myTC student portal interface. At the top, there is a navigation bar with 'HOME', 'ADMISSIONS', and 'STUDENT' tabs. Below this, a breadcrumb trail reads: 'You are here: Academics > Mathematics - MATH > College Prep Math I > MATH 0021 02 TRA - College Prep Math I > Attendance'. The main content area is titled 'Attendance' and features a sidebar on the left with various course-related links. The 'Attendance' link in the sidebar is circled in red with a red circle containing the number '4'. The main content area displays 'Attendance Stats' in a red-bordered box, circled in red with a red circle containing the number '5'. The stats are: Total Attendance: 26/28 (93%), Total Times Tardy: 2, Absences (Unexcused): 2/28 (7%), Absences (Excused): 0/28 (0%), and Total Missed Sessions: 2/28 (7%). Below the stats is an 'Attendance Record' table with columns for 'Date' and 'Attendance'. The table lists dates from January 19 to February 9, 2016, with attendance status for each. The entry for Monday, January 25 (11:00 AM) is circled in red with a red circle containing the number '6'. The 'Attendance' column shows 'Present' for most days, 'Absent (Unexcused)' for Wednesday, January 27, and 'Tardy' for Monday, February 1 and Tuesday, February 9.

MATH 0021 02 TRA - College Prep Math I

Attendance 4

Attendance Stats: 5

- Total Attendance: 26/28 (93%)
- Total Times Tardy: 2
- Absences (Unexcused): 2/28 (7%)
- Absences (Excused): 0/28 (0%)
- Total Missed Sessions: 2/28 (7%)

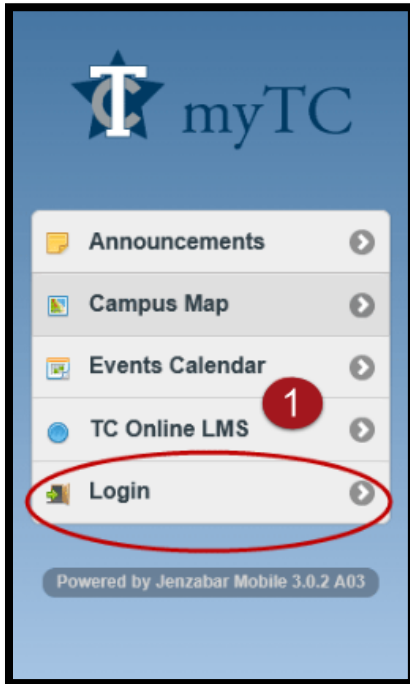
Attendance Record 6

Date	Attendance
Tuesday, January 19 (11:00 AM)	Present
Wednesday, January 20 (11:00 AM)	Present
Thursday, January 21 (11:00 AM)	Present
Monday, January 25 (11:00 AM)	Present
Tuesday, January 26 (11:00 AM)	Present
Wednesday, January 27 (11:00 AM)	Absent (Unexcused)
Thursday, January 28 (11:00 AM)	Present
Monday, February 1 (11:00 AM)	Tardy
Tuesday, February 2 (11:00 AM)	Present
Wednesday, February 3 (11:00 AM)	Present
Thursday, February 4 (11:00 AM)	Present
Monday, February 8 (11:00 AM)	Present
Tuesday, February 9 (11:00 AM)	Tardy

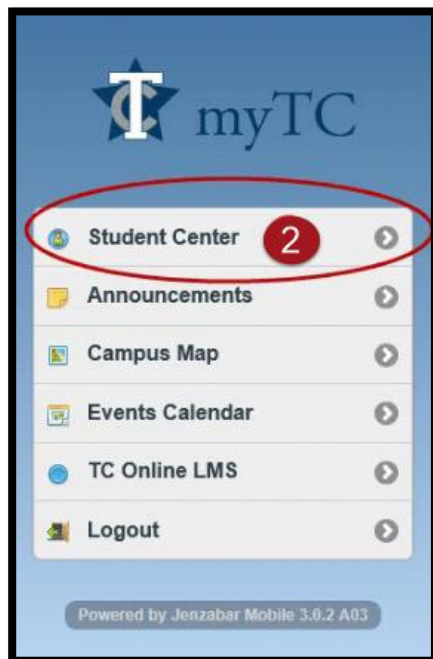
To check another course, click on the *Student* tab and follow the steps again.

How to Check your Attendance in myTC Using a Mobile Device

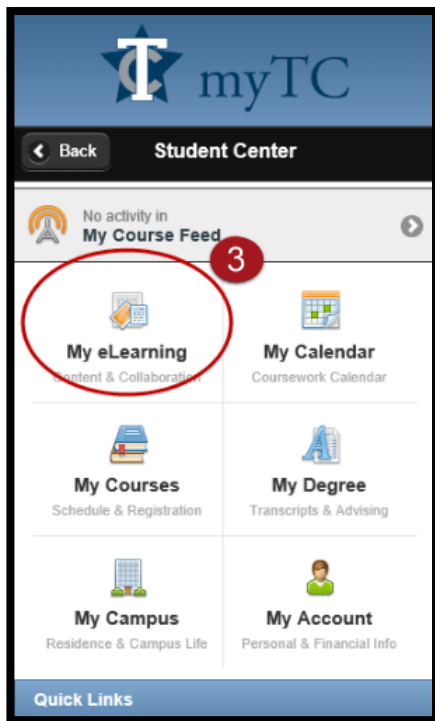
1. Using your mobile device, first log in to myTC from my.texarkanacollege.edu.



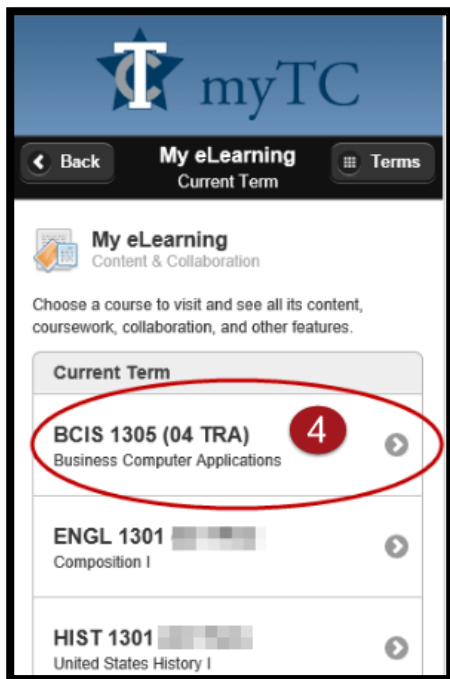
2. Tap **Student Center**.



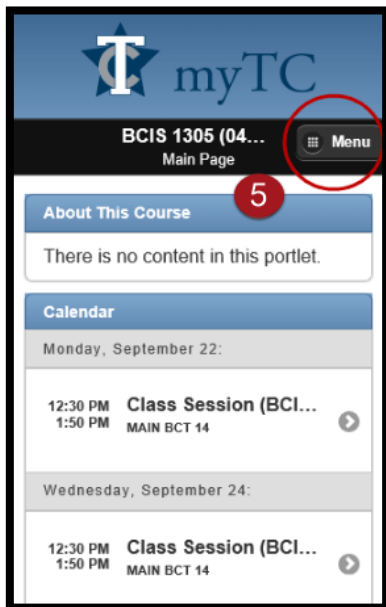
3. Tap **My eLearning**.



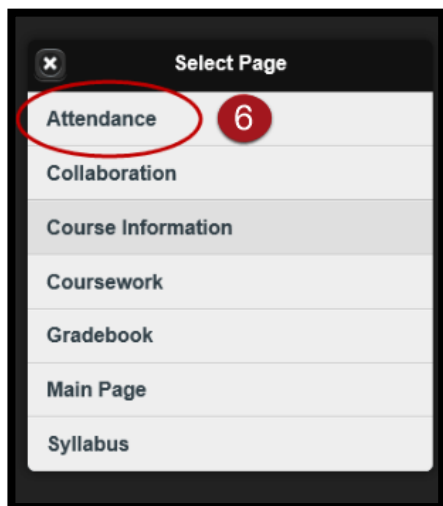
4. Tap the course that you want to check your attendance in.



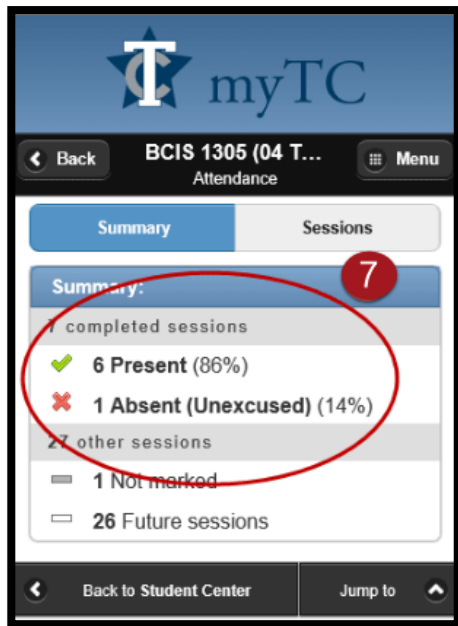
5. Tap the **Menu** icon.



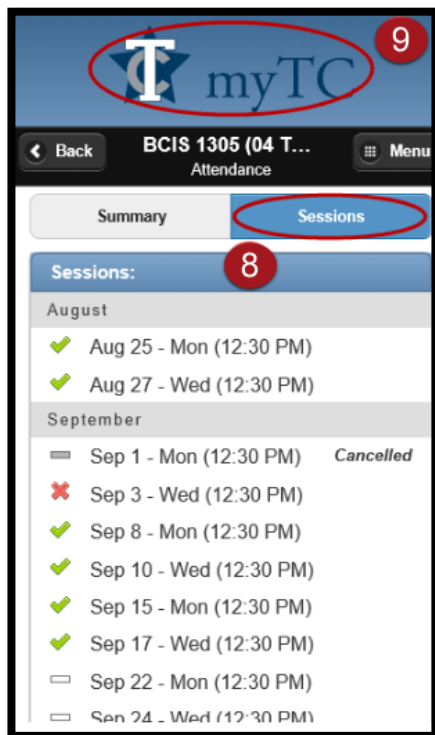
6. Tap **Attendance** in the menu list.



7. This shows a Summary of your attendance for the class.



8. Tap **Sessions** if you want to see a daily view.



9. Check another class – tap **myTC** and follow the steps again.