

KinderConnect - Correct Incomplete Attendance

If, after clicking **Submit** initially and selecting the desired service period, a child's attendance appears in red, without a **Submit** checkbox and with an **Incomplete** status, the Provider needs to correct prior to submittal.

Submit	Correct	Child Name	Hours	Absences	Status	Returned By	Returned On	Attendance
<input type="checkbox"/>	Correct	Taylor, Cameron		1	Incomplete			Attendance
<input type="checkbox"/>		Taylor, Cody	13:45	0	Ready			Attendance

A Click **Correct** to review.

B The example below shows the arrival time but no departure time. Make the necessary corrections and press **Save**.

Attendance Date	Error Description	Attendance
6/29/2018	Missing Time Out	<div> <div>In: Out:</div> <div>09:00 am <input type="text"/></div> <div><input type="text"/></div> <div>Absent: <input type="text"/></div> <div>Sched: 9:00AM-12:00PM 1:00PM-5:00PM</div> </div>

C The image below shows examples of common errors made while entering attendance which can generate an **Incomplete** status. Yellow boxes indicate missing **In** or

Out times while the red boxes indicate incorrect sequence on the times of arrival and departure.

Barker, Betty	In: Out:	In: Out:	In: Out:
Date of Birth: 1/1/2009	09:30 am <input type="text"/>	<input type="text"/> 03:35 pm	12:00 am 02:00 pm
Case Number: 555555	<input type="text"/>	10:00 pm <input type="text"/>	<input type="text"/> 06:00 pm
Total Hours 14:00	Daily Hours: 0:00	Missing Time	Missing Time
Hours Attended: 14:00	Absent: <input type="text"/>	Daily Hours: 0:00	Daily Hours: 14:00
Hours Absent: 00:00	Sched: 3:00PM-4:00PM	Absent: <input type="text"/>	Absent: <input type="text"/>
	<input type="text"/>	Sched: 3:00PM-4:00PM	Sched: 3:00PM-4:00PM