Synrevoice Daily Attendance Instructions for MyEducation BC

From the Attendance Top Tab / Daily Office Side Tab
Select the Filter - Daily Office – Absence Unexcused

This will display the Students to be called
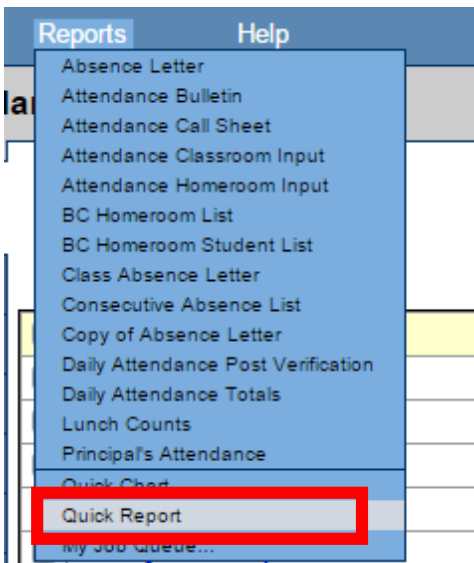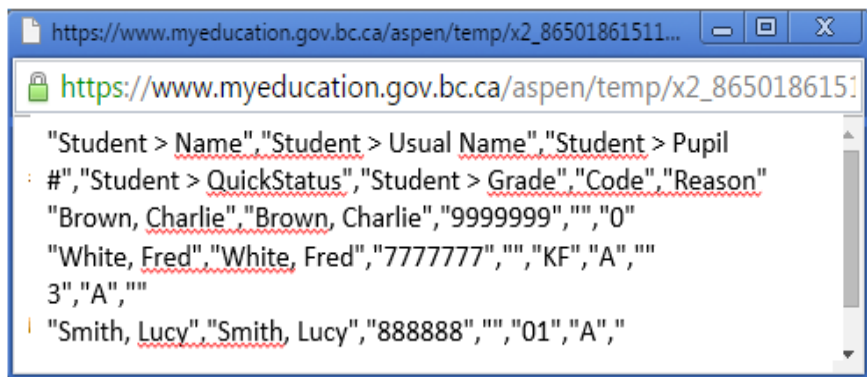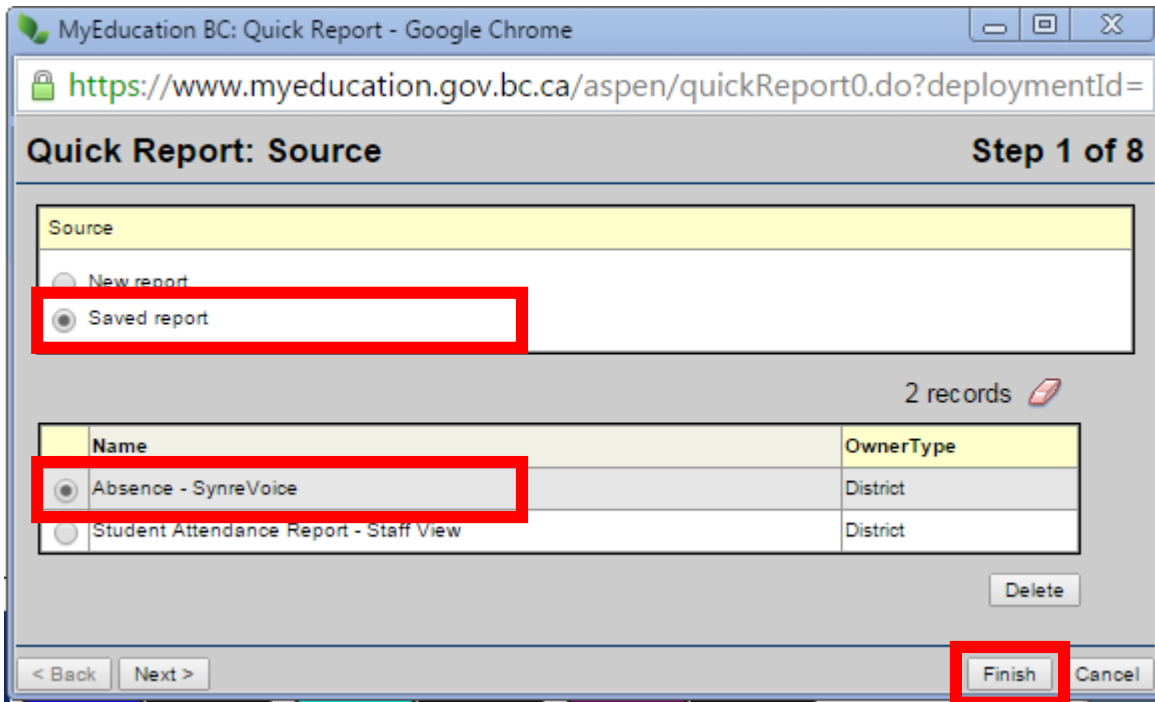
From Reports / Click Quick Report

Select Saved Reports / Absence – Synrevoice

Select Finish

A pop up window will appear showing the students to be dialed. Right Click and Save the File. This creates the file to upload to Synrevoice for the Attendance Callout.