

Attendance Procedure for Students and Families during Distance Learning

တၢ်ထီၣ်ကွီၣ်အလံာ်တၢ်မၤနီၣ်လၢကွီၣ်ဖိဒီးဟံၣ်ဖိယီၣ်ဖိတဖၣ်အဂီၢ်ဖဲတၢ်ဒုၣ်စၢတၢ်မၤလိအဆၢကတီၢ်

Hello SPSS students and families. This video will show you the attendance process for students during distance learning.

ဂီၤနံၤဟါလၢအဂ့ၢ်ကွီၣ်ဖိဒီးဟံၣ်ဖိယီၣ်ဖိကိးဂၤ,

တၢ်ဂီၤမူတခါအံၤကဒုးန့ၣ်သုဘၣ်ယးဒီးပှၤကွီၣ်ဖိအတၢ်ထီၣ်ကွီၣ်တၢ်မၤနီၣ်ဖဲလၢတၢ်ဒုၣ်စၢတၢ်မၤလိအဆၢကတီၢ်န့ၣ်လီၤ

A student or student's parent or guardian should complete daily attendance once each school day in Campus. When completed, the once-daily attendance process will confirm attendance for all of a student's classes for that day.

ပှၤကွီၣ်ဖိမူတခါကွီၣ်ဖိမိပါမူတခါမိပါပှၤကွီၣ်ဖိထွဲတၢ်ကဘၣ်မၤပှၤဝဲကိးနံၤဒဲးတၢ်ထီၣ်ကွီၣ်တၢ်လၢလိဖဲအထီၣ်ကွီၣ်အဆၢကတီၢ်န့ၣ်လီၤဖဲမၤပှၤဝဲဝံၤတၢ်အါ.တၢ်ထီၣ်ကွီၣ်အတၢ်မၤနီၣ်ကဘၣ်တၢ်မၤနီၣ်အီၤတၢ်ပှၤကွီၣ်ဖိကိးဂၤဒဲးလၢအမၤပှၤဝဲဝဲတနံၤန့ၣ်အတီၢ်ပှၤန့ၣ်လီၤ

For Student's to complete daily attendance:

လပှၤကွီၣ်ဖိကိးဂၤအဂီၢ်ဖဲအမၤပှၤတၢ်ထီၣ်ကွီၣ်အတၢ်မၤနီၣ်လၢကိးနံၤဒဲးအဂီၢ်

1. Students should log into their Campus Student iPad app, located on their iPad home screen.
ပှၤကွီၣ်ဖိတဖၣ်ကဘၣ်န့ၣ်လီၤဝဲလၢအဝဲသ့ၣ်အက Campus Student iPad appအပှၤလၢအအိၣ်ဖဲအဝဲသ့ၣ် iPad အမဲာ်သ့ၣ်လီၤန့ၣ်လီၤ
2. When logging in for the first time click “Change District” at the bottom of the app login page.
ဖဲလၢအန့ၣ်လီၤဝဲအဆိကတၢ်တၢ်အါအါကဘၣ်အိၣ်လီၤဝဲ “ChangeDistrict” ဆိတလဲကီၢ်ရၢၢ်လၢအအိၣ်ဖဲလံာ်လၢအအိးထီၣ်ဝဲအဖိလၢန့ၣ်လီၤ
3. Choose “Minnesota” from the list of states
ကဘၣ်ယုထၢဝဲမဲးနံးစိထံၣ်လၢကီၢ်ဖဲန့ၣ်လီၤ
4. Then enter St. Paul and click “Search District”.
ဝံၤဒီးအိၣ်လီၤ St. Paul ဒီးအိၣ်လီၤ “Search District” ကဘၣ်ယုထၢဝဲကီၢ်ဆၣ်လၢအိၣ်ဝဲအလီၢ်န့ၣ်လီၤ
5. Click on St. Paul to choose your district.
အိၣ်လီၤ St. Paul လၢနကယုထၢဝဲနကီၢ်ဆၣ်အဂီၢ်တက့ၢ်
6. Note: for logging into Campus the previous steps need to be completed only once
တီၢ်နီၣ်,လၢနန့ၣ်လီၤတၢ်အကျိၤအကျဲလၢအဖိခိၣ်တဖၣ်အံၤနကဘၣ်မၤပှၤအီၤထဲတၢ်တၢ်န့ၣ်လီၤ
7. Enter the student's username and password.
အိၣ်လီၤပှၤကွီၣ်ဖိအမံၤဒီးအတၢ်ရူသ့ၣ်နီၣ်ဂံၢ်တက့ၢ်
8. The username is a student six-digit student ID with an “s” in front of it followed by your password.
ပှၤကွီၣ်ဖိအမံၤန့ၣ်မ့ၢ်ပှၤကွီၣ်ဖိအနီၣ်ဂံၢ်ယုဖျၢၣ်လၢကွီၣ်ဖိ Id အလီၤလၢအဟံၣ်ယုဒီးလံာ်ဖျၢၣ် “s” လၢအမဲာ်ညါလၢအဖိထွဲယုဒီးအတၢ်ရူသ့ၣ်အနီၣ်ဂံၢ်န့ၣ်လီၤ

9. Click on the “Stay logged in” box to avoid having to login repeatedly in the future.
ဆိပ်လိပ်စာ “Stay logged in” လာအသုတဘဉ်န့ၣ်လီၤတလီၢ်လီၢ်လာအူမ့ၣ်ညါနကသုအိၤအဂီၢ်န့ၣ်လီၤ
10. Once logged in, click on the “Attendance” button
ဖဲန့ၣ်လီၤတဘျီဝံၤအခါဆိပ်လိပ်စာ “Attendance” အလီၤန့ၣ်တက့ၢ်
11. Then, click on the “Yes, I’m Here” button to complete attendance/participation
ဝံၤအလီၢ်ခံဆိပ်လိပ်စာ “Yes, I’m Here” အလီၤလာနကမၤပုၤနတၢ်ထီၣ်ကိအတၢ်မၤနီၣ်/နတၢ်မၤသကိးတၢ်မၤနီၣ်န့ၣ်တက့ၢ်

Remember that by clicking “Yes, I’m here” you are agreeing to participate fully in distance learning for that day.

သ့ၣ်နီၣ်ထီၣ်လာဖဲန့ၣ်လီၤ “Yes, I’m here” အခါန့ၣ်နအာၣ်လီၤတူၢ်လီၢ်လာနကမၤသကိးတၢ်လာပုၤပုၤလာတၢ်န့ၣ်စၢၤတၢ်မၤလိတနံၤအဂီၢ်န့ၣ်လီၤ

12. Student can also login to Campus Student using a web browser and visiting the website spps.org/onestop.
ပုၤကိမိတဖၣ်န့ၣ်လီၤသ့ၣ်စ့ၢ်ကိးလာကိလီၢ်ကဝီၤလာအသုဖဲကိအလီၤမ့ၣ်ကိၤဒီးလဲၤကွၢ်ဝဲသ့ဖဲကိအ website spps.org/onestop.အပူၤန့ၣ်သ့ဖဲစ့ၢ်ကိးန့ၣ်လီၤ
13. Students should contact their school if they need help with a username or password.
ပုၤကိမိတဖၣ်ကြားဆဲးကျိးဒီးအကိဖဲအဝဲသ့ၣ်မ့ၢ်လိၣ်ဘဉ်တၢ်မၤစၢၤလာအကကွဲးအမံၤမ့တမ့ၢ်အတၢ်ခူသ့ၣ်အနီၣ်ဂံၢ်အဂီၢ်န့ၣ်လီၤ

Please remember to login and complete the attendance procedure each school day to avoid unexcused absences. Note that attendance can be completed up to 11:59 p.m. each day, but completing attendance by 6:30 p.m. will avoid a robo call about an unexcused absence.

ဝံၤသးစူၤသ့ၣ်နီၣ်ထီၣ်လာနကန့ၣ်လီၤဒီးမၤပုၤပုၤနတၢ်ထီၣ်ကိအကျိၤအကျတဖၣ်လာတနံၤဒီးတနံၤအဂီၢ်လာအကမၤစ့ၢ်လီၤနတၢ်ထီၣ်ကိအပနီၣ်လာအတဟ့ၣ်သးအခွဲးတဖၣ်န့ၣ်လီၤသ့ၣ်ညါလာနတၢ်ထီၣ်ကိကဘဉ်မၤပုၤအသးတၢ်ဆၢကတီၢ်တူၤလာ 11:59 p.m. လာတနံၤတနံၤအဂီၢ်ဘဉ်ဆဉ်န့ၣ်မ့ၢ်မၤပုၤအိၤဖဲ 6:30 p.m အဆၢကတီၢ်န့ၣ်တၢ်တူၢ်လီၢ်အိၤလာဘဉ်ဒီးကဘဉ်တၢ်မၤနီၣ်အိၤဖဲတၢ်စံၣ်ကိအသိးန့ၣ်လီၤ

For parents to complete attendance for their student:

လာမိပါအဂီၢ်လာကမၤပုၤန့ၣ်အဖိတၢ်ထီၣ်ကိတၢ်မၤနီၣ်အဂီၢ်

1. Visit spps.org/onestop and click “Campus Parent” to login
လာန့ၣ်လီၤဖဲ spps.org/onestop ဒီးဆိပ်လိပ်စာ “Campus Parent” လာနကန့ၣ်လီၤအဂီၢ်န့ၣ်တက့ၢ်
2. Once logged in, click “Attendance” under “Check-Ins”
ဖဲန့ၣ်လီၤတဘျီအခါဆိပ်လိပ်စာ “Attendance” လာ “Check-Ins” အဖိလတ်တက့ၢ်
3. Then, click on “Yes, Student is Here”. Note that your student’s name will be viewable in this button.
ဝံၤဒီးဆိပ်လိပ်စာ “Yes, Student is Here” တက့ၢ်တၢ်လာနကဘဉ်မၤနီၣ်န့ၣ်ပုၤကိမိအမံၤကဘဉ်အိၣ်ဖျါဝဲဒၣ်န့ၣ်လီၤ
4. If the attendance button is not available click the menu button then

တၢ်ထီၣ်ကွီၣ်အတၢ်မၤနီၣ်အမ့တဖျါထီၣ်ဘၣ်န့ၣ်ဆိၣ်လီၤအိၤဖဲအဖီလၢန့ၣ်တက့ၢ်

- 5. From the drop-down select “Today”

ဒီးနကဘၣ်ထုးလီၤအိၤဒီးယုထၢဆိၣ်လီၤအိၤဖဲ“Today” န့ၣ်တက့ၢ်

- 6. The “Attendance” button will then be available under “Check-Ins”

တၢ်ထီၣ်ကွီၣ်အတၢ်မၤနီၣ်ကအိၣ်ဖျါထီၣ်ဖဲ“Check-Ins” န့ၣ်လီၤ

- 7. If a parent needs help with a username or password visit the website at spps.org/onestop and click on the “Recovery” button

မိၤပိတဖၣ်မ့လိၣ်ဘၣ်တၢ်မၤစၢၤဘၣ်ယးဒီးကွီၣ်ဖိအမံၤမ့တမ့ၢ်အတၢ်ခူသ့ၣ်နီၢ်ဂံၣ်န့ၣ်လဲၣ်န့ၣ်ဘၣ်ဖဲ

spps.org/onestopဒီးဆိၣ်လီၤအိၤဖဲ“Recovery” န့ၣ်တက့ၢ်

- 8. Parents can also complete attendance using their smartphone by downloading the Campus Parent App at Google Play for Android phones or the Apple App Store for iPhones. Search for Campus Parent to find the app.

မိၤပိတဖၣ်မၤပျဲၤဖဲကွီၣ်ဖိတၢ်ထီၣ်ကွီၣ်သ့ၣ်စ့ၢ်ကိးဖဲအဖဲသ့ၣ်အလိၣ်ဖဲအပူၤဒီးကဘၣ်ဒီးန့ၣ်ဖဲ Campus Parent App

လၢ Google Playအပူၤလၢလိၣ်ဖဲဖိမံၤလၢအမ့ၢ် Android phonesဒီး iPhonesသ့ၣ်ဒၣ်န့ၣ်လီၤယုကွၢ်အိၤဖဲ

Campus Parent လၢနကယုဒီးန့ၣ်အိၤအဂီၢ်တက့ၢ်

For general assistance visit spps.org/onestop.

လၢတၢ်ဂ့ၢ်အကလုာ်ကလုာ်အဂီၢ်လဲၣ်ကွၢ်အိၤသ့ၣ် spps.org/onestop အပူၤန့ၣ်လီၤ