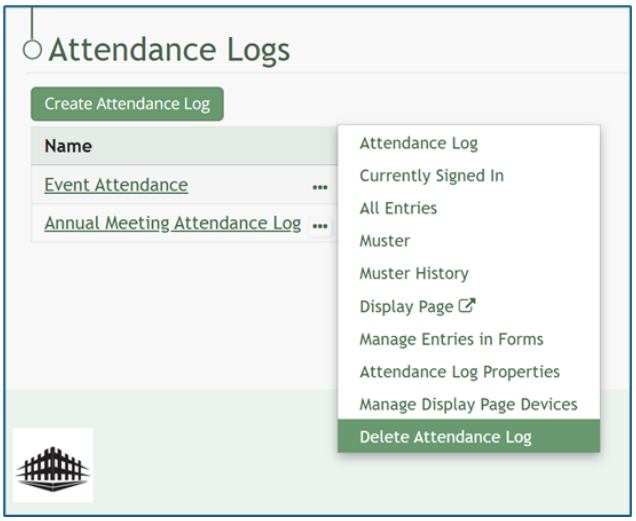
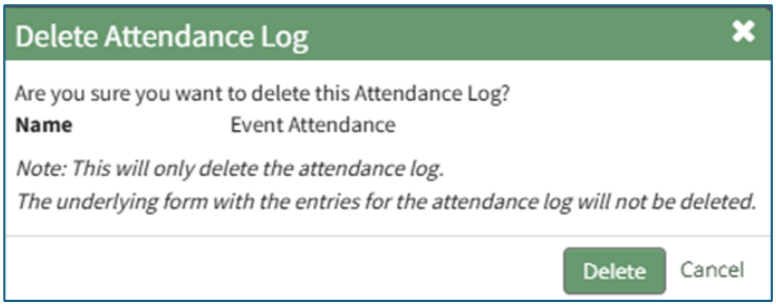
Delete an Attendance Log

To delete an attendance log, go to the Home Page of the Attendance Module. Click the three-dot icon to the right of the attendance log you wish to delete opening the context menu. Select “Delete Attendance Log”.



This opens the Delete Attendance Log Confirmation Modal which lists the name of the Attendance Log to be deleted and states, “Are you sure you want to delete this Attendance Log?”



Select the “Delete” button. A confirmation message will appear stating, “This Attendance Log has been deleted.” The deleted attendance log will no longer be visible on the Home Page.



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