ALL virtual students will need to check-in (attendance) each school day.

Please note that the check-in tab will only be visible between 8:00a.m. – 4:00p.m. If you are unable to check-in or forget you will need to contact your student’s virtual teacher.

Note: You will need a Campus Parent or Campus Student account to check-in. If you do not have an account you need to email parentportal@duncanps.org

**STEPS TO CHECKING IN FOR ATTENDANCE**

**Option 1:** Access your Campus Parent/Campus Student account by going to the Duncan Public Schools Website at [www.duncanps.org](http://www.duncanps.org) and click here.
Option 2: Access your Campus Parent/Campus Student account by downloading the app.

Campus Parent App: 
Campus Student App:

- Once you are in your account click **today** and then **attendance**. Your student is now checked-in for the day.

- If you need help resetting your Campus Parent account or need your student’s username and password for the Campus Student account, email parentportal@duncanps.org

- For any questions about your student’s attendance or assignments contact the virtual teacher assigned to your student.

- If your student uses Clever to access their assignments and you have issues logging into Clever, email the Tech Dept. at helpdesk@duncanps.org