PRIMAVERA
SUBMITTING ATTENDANCE

HOW TO APPROVE YOUR STUDENT'S ATTENDANCE: STEP-BY-STEP CHECKLIST

- [ ] Go to app.strongmind.com/landing

- [ ] Click the login button

- [ ] Type in your username and password and click log in
  An alert should show as soon as you log in

- [ ] Otherwise, click on the calendar icon on the left-hand side

- [ ] A list of all attendance not yet recorded will populate

- [ ] Click the drop down on a day, courses will show

- [ ] Fill the correct number of hours and minutes spent for each course per day

- [ ] That's it! Now, a parent will need to log in and approve

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