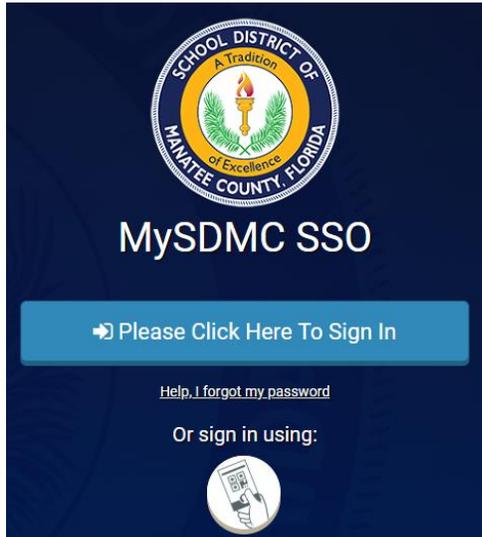


# Student Guide on how to Mark yourself Present for the day

To begin log into mysdmc.manateeschools.net



1. Click on 
2. Enter your Student ID number and Password
3. Click on the Focus Tile, this will take you to the Focus Student portal page.



# Student Guide on how to Mark yourself Present for the day

On the Student portal page, scroll down to the **Check In** Portal block

The screenshot shows the FOCUS Student Portal interface. At the top, there is a navigation bar with 'FOCUS Student', 'Portal', and 'Help' buttons. A search bar contains 'Student Name' and the school name 'HS Bayshore (0072)' is displayed. A sidebar on the left lists various menu items: Portal, School Information, My Information, Preferences, Calendar, Grades, Test History, Absences, Attendance, and Referrals. The main content area is titled 'District & School Announcements' and includes a 'Check In' section with a green 'I'm present' button. To the right, a 'Grades' table is visible, listing courses and their status.

Pd	Course	Teacher	Ex	Unx	Tardy	Grade
01	ALG 1-A	Teacher Name	0	0	0	NG
02	ENG 1		0	0	0	NG
03	Peers as Partners in Learning		0	0	0	NG
04	THEA CIN & FILM PROD		0	0	0	NG
05	DIGITAL INFO TECH		0	0	0	NG
06	PHY SCI		0	0	0	NG
07	INTENS READ		0	0	0	NG

Click on the (I'm Present) button to mark yourself present for all the courses that you are scheduled to take throughout the school day.

This image shows a close-up of the 'Check In' block. It features a blue header with the text 'Check In'. Below the header, there is a message: 'Click the button below to mark yourself present for today'. A green button with the text 'I'm present' is centered below the message and is highlighted with a red border.

Once you selected the (I'm Present) button, the button will be grayed out for the remainder of the school day.

This image shows a close-up of the 'Check In' block after the button has been clicked. The header and message are the same as in the previous image. However, the 'I'm present' button is now grayed out and is highlighted with a red border.

**Note:** The (I'm Present) button will change back to green, once a new school day has started.

# Student Guide on how to Mark yourself Present for the day

Be sure to log out of the student portal to allow another sibling to mark themselves (I'm Present).

