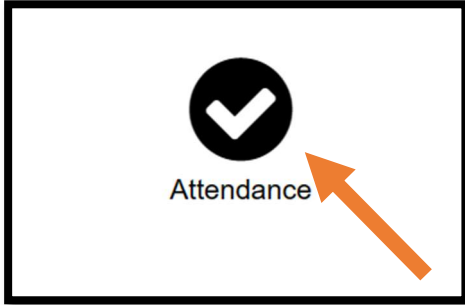
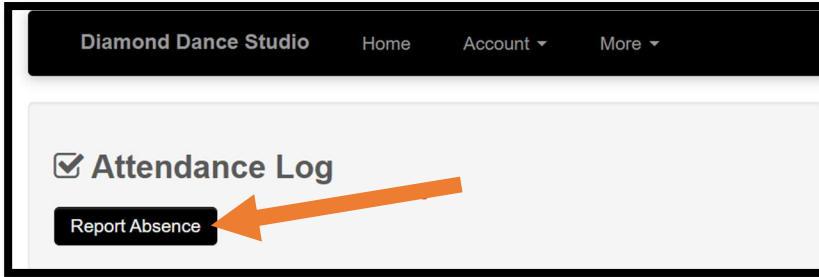


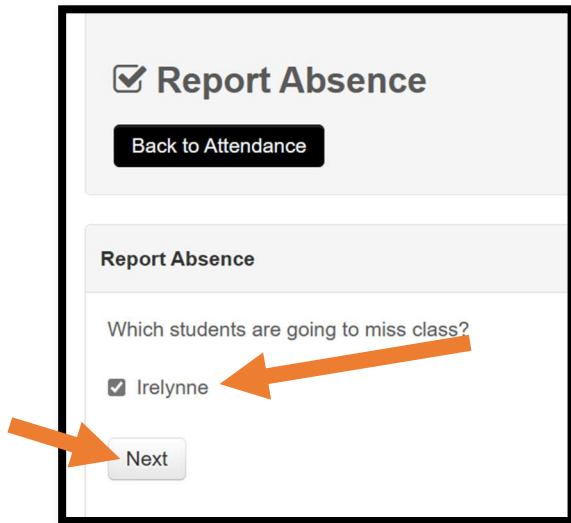
1. Log into parent portal: [Diamond Dance Studio \(dancestudio-pro.com\)](https://dancestudio-pro.com)
2. Scroll to the bottom of the screen and click on the attendance column.



3. Click on Report Absence.



4. Select Student and click on next.



5. Enter date of absence. Click Next.

A screenshot of a web application interface. At the top, it says "Report Absence". Below this is the question "What dates will the student(s) miss class?". There are two rows of date selection. The first row is labeled "From:" and has three dropdown menus with the values "August", "14", and "2023". The second row is labeled "To:" and also has three dropdown menus with the values "August", "14", and "2023". At the bottom, there are two buttons: "Start Over" and "Next". An orange arrow points from the right towards the "Next" button.

6. Select Class student will miss. If there are multiple classes but your dancer will only miss one that day only select the one that will be missed. If all will be missed select each group. Click Submit Absence.

Report Absence

Monday August 14th

- Irelynne
 - Glam Party

Reason for absence:

