



ÇANKAYA ÜNİVERSİTESİ

WEBONLINE

YOKLAMA (ATTENDANCE)



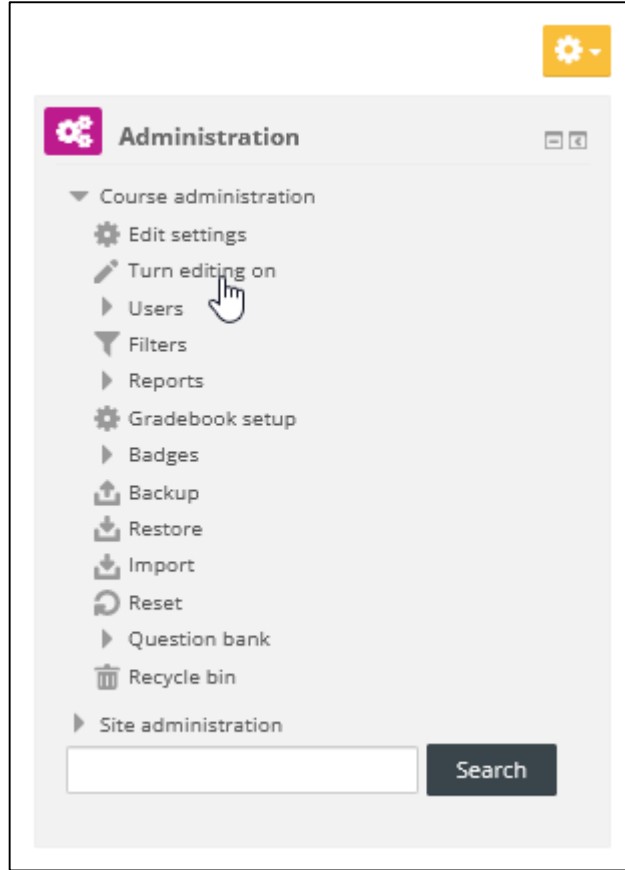
ÇANKAYA ÜNİVERSİTESİ  
UZAKTAN EĞİTİM SİSTEMİ - DISTANCE LEARNING SYSTEM

WEBONLINE

## WEBONLINE YOKLAMA (ATTENDENCE)

WebOnline (Moodle) üzerinde yoklama kayıtlarını “Attandance” modülü sayesinde tutabilirsiniz.

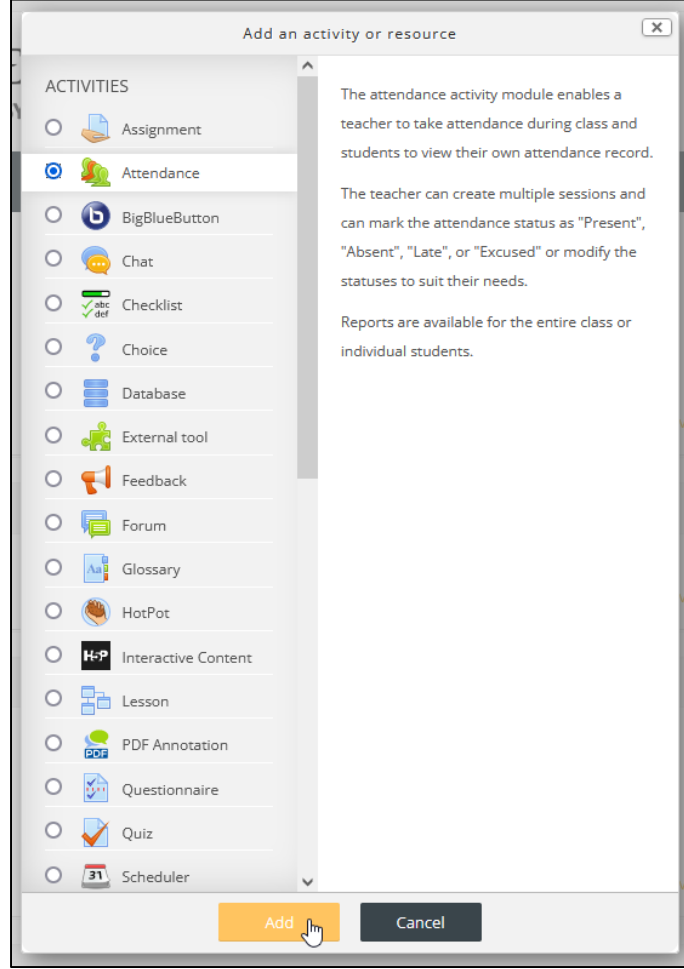
Ders içeriğinde deęişiklik yapabilmek için “Administration” menüsündeki “Turn editing on” tıklayınız.



İstenilen haftaya yoklama eklemek için “+ Add an activity or resource” tıklayınız.



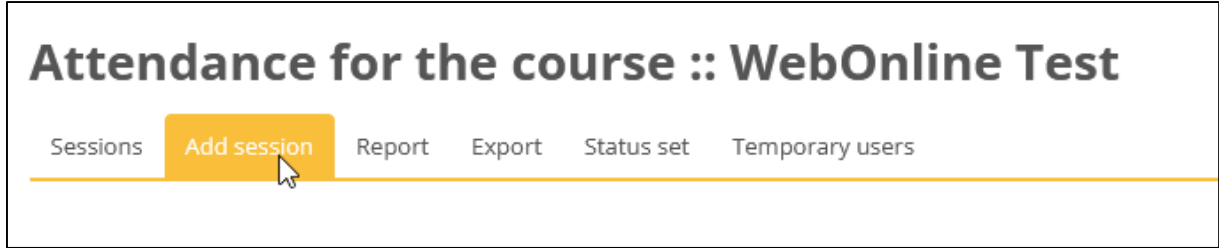
Çıkan menüde “Attendance” modülünü seçerek “Add” bağlantısını tıkladığınızda ilgili modülün ayarlarına ulaşabileceksiniz.



İhtiyacınız olan değişiklikleri yaptıktan sonra sayfanın sonunda yer alan “Save and display” butonu tıkladığınızda yaptığınız değişiklikler kaydedilecektir.

The screenshot shows a form with a light gray background. At the top, there is a section labeled "completion." followed by a text input field for "Extra restrictions". Below this is another text input field for "Ult network address". At the bottom of the form, there are three buttons: "Save and return to course" (dark gray), "Save and display" (yellow, highlighted with a mouse cursor), and "Cancel" (red). Below the buttons, there is a note: "There are required fields in this form marked \* ."

Kaydetme işleminden sonra etkinlik içerisinde “Add session” sekmesine gelerek yapılacak ya da yapılmış ders gün saatlerini ekleyebilirsiniz.



Aşağıdaki örnekte 19 Şubat ve 31 Mayıs tarihleri arasında her pazartesi saat 10:00 a bir ders oluşturulmuştur. “Add” butonu yaptığınız değişiklikleri kaydedecektir.

▼ Add session

Type ⓘ All students

Date 19 February 2024

Time from: 10:00 to: 12:00

Description

Paragraph B I

Path: p

Create calendar event for session

▼ Multiple sessions

Repeat the session above as follows

Repeat on  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

Repeat every 1 week(s)

Repeat until 31 May 2024

▼ Student recording

Allow students to record own attendance

Automatic marking ⓘ Disabled

Show more...

Add Cancel

Yapılmayan dersleri sađdaki “X” simgesinden silebilirsiniz.

Home > Courses > WebOnline > WebOnline-Test > General > Attendance > Attendance

### Attendance for the course :: WebOnline Test

15 sessions were successfully generated

Sessions Add session Report Export Status set Temporary users

All All past Months Weeks Days

#	Date Time	Type	Description	Actions
1	Mon 19 Feb 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2	Mon 26 Feb 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3	Mon 4 Mar 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4	Mon 11 Mar 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5	Mon 18 Mar 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
6	Mon 25 Mar 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7	Mon 1 Apr 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
8	Mon 8 Apr 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
9	Mon 15 Apr 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
10	Mon 22 Apr 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
11	Mon 29 Apr 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
12	Mon 6 May 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
13	Mon 13 May 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
14	Mon 20 May 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
15	Mon 27 May 2024 10AM - 12PM	All students	Regular class session	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Mevcut “Present-Late-Excused-Absent” durumları dersinizde uyguladığınız durumlara göre deđiştirilebilir ya da bu şekilde bırakılabilir.

### Attendance for the course :: WebOnline Test

Sessions Add session Report Export Status set Temporary users

Changes to status sets will affect existing attendance sessions and may affect grading.

Status set 1 (P L E A)

#	Acronym	Description	Points	Available for students (minutes)	Automatically set when not marked	Action
1	P	Present	2.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2	L	Late	1.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3	E	Excused	1.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4	A	Absent	0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
*	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

Add



Yoklama girişlerini yapılacağı ekran aşağıdaki gibidir.

### Attendance for the course :: WebOnline Test

Sessions Add session Report Export Status set Temporary users

19 February 2024 10AM - 12PM

Regular class session

Page 1 of 1

View mode Sorted list

25

#	First name / Surname	Email address	G	Y	Remarks
Set status for all users <input type="radio"/> <input type="radio"/>					
1		.....@student.cankaya.edu.tr	<input checked="" type="radio"/>	<input type="radio"/>	<input type="text"/>
2		.....@student.cankaya.edu.tr	<input type="radio"/>	<input checked="" type="radio"/>	<input type="text"/>

Save attendance