

Quick Guide to MichlAtt Attendance System

On a Michlalah computer:

1. www.michlatt.michlalah.edu
2. Log In with email and MichlAtt password
3. Click on 'Take Attendance'
4. **Uncheck** someone to mark **absent** (Grey)
5. Log Out

Outside of Michlalah:

1. <https://vpn.michlalah.edu>
2. Security Alert - click on Advanced, Proceed anyway
3. Login: machalatt Password: Mima2020
4. Choose MichlAtt icon
5. Log In with your email and MichlAtt password
6. Click on 'Take Attendance'
7. **Uncheck** someone to mark **absent** (Grey)
8. Log Out