

How to mark yourself
“present” in Infinite Campus

* Sign in to Infinite Campus.

* Click on Message Center on the left side of the screen. (If there is not a link to the Inbox and Survey on the main screen.)

* Click on Survey.

* Follow the prompts to answer the survey.

The screenshot displays the Infinite Campus interface. On the left, a dark sidebar menu lists various navigation options: Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Fees, Reports, and Message Center. The 'Message Center' option at the bottom of the sidebar is circled in red. The main content area is titled 'Message Center' and features three tabs: 'Announcements (1 new)', 'Inbox (12 new)', and 'Surveys (1 new)'. A large red arrow points to the 'Surveys' tab. Below the tabs, a message card is shown for 'Attendance 03/31/2020' with a 'NEW' badge. The message details include 'Start: 03/31/2020' and 'Due: 03/31/2020'.