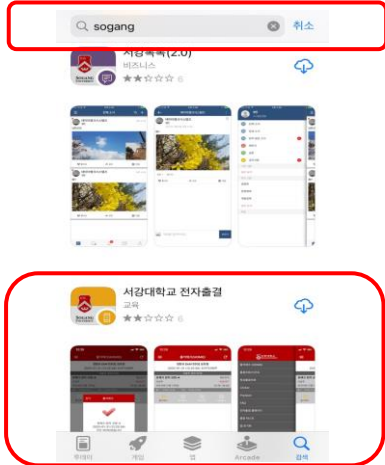
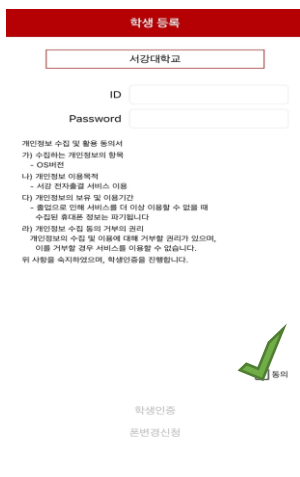


Electronic Attendance system Guide (for Student)

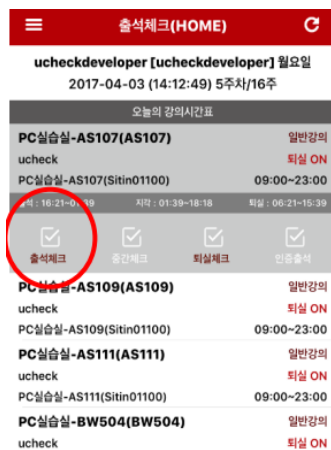
1. Download the application (search "sogang", download "서강대학교 전자출결")



2. log in to the e-attendance system using the SAINT portal account (ID/PW)



3. "Press the "attendance(출석체크)" button in your seat and have your attendance confirmed



*The beacon sensor can recognize where you are in the lecture room and authenticate your attendances. If you are not in the lecture room, your attendance is not authenticated.

- To view your attendance status, press “출결조회/시간표”, and select the course. Then you can check the attendance record by week.



- To correct your attendance status, press the date and type a note as to why the correction is needed (or contact TA/Professor).



NOTE

- Attendance Policy (Initial Setting)**
 - 5 minutes before class ~ 5 minutes after class: on time
 - 5 minutes after class ~ 20 minutes after class: late
- Correction of your attendance status should be done on the day of the lecture.

3) Only one device can connect to the e-attendance system. If you are to change your device, press “폰변경신청”.

The image shows a web form for student registration. At the top is a red header with the text "학생 등록" (Student Registration). Below it is a white input field containing "서강대학교" (Sungkyung University). Underneath are two more input fields: "ID" with the value "user06" and "Password" with four black dots. A small text block follows, detailing terms and conditions in Korean. At the bottom of the form is a grey button labeled "학생인증" (Student Authentication) with a checkmark icon and the text "동의" (Agree). Below this button is another grey button labeled "폰변경신청" (Request to Change Phone), which is highlighted with a red rectangular border.

학생 등록

서강대학교

ID user06

Password ●●●●

개인정보 수집 및 활용 동의서
가) 수집하는 개인정보의 항목
- DS이전
나) 개인정보 이용목적
- 시강 전자출결 서비스 이용
다) 개인정보의 보유 및 이용기간
- 졸업으로 인해 서비스를 더 이상 이용할 수 없을 때

동의

학생인증

폰변경신청