eCST – Attendance

Roster Based Programs

Entering Attendance:

1. Go to portal.austinisd.org

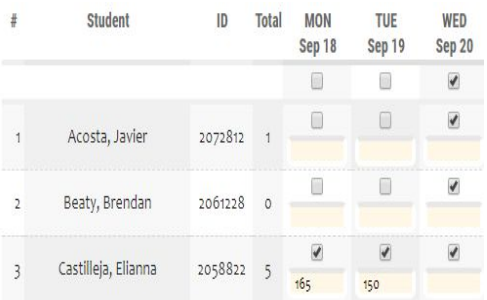
or

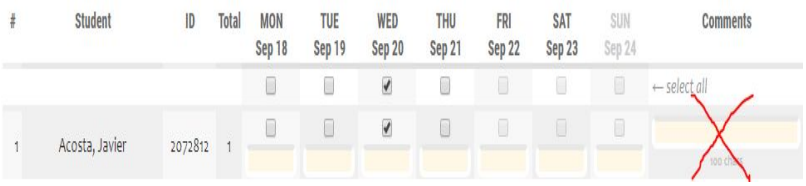
2. Search for eCST in the Cloud

- Go to eCST
- Click RBP
- Click School (select school)
- Program: (type) Twilight
- Click Search
- Scroll down
- Click Attend (this will show you the attendance page)
- Scroll down (to view students)
- Check the box under the date to mark a student present
- Under the attendance box enter the daily student time in Minutes

(example: 1 hour = 60, 2 hours = 120)

- Enter the attendance for multiple students; if needed
- Check Save at the bottom of the page



*Tips: You may check one individual student in or do a batch check in.

*Do not add any notes in the Comment box, please enter notes in service tracking.