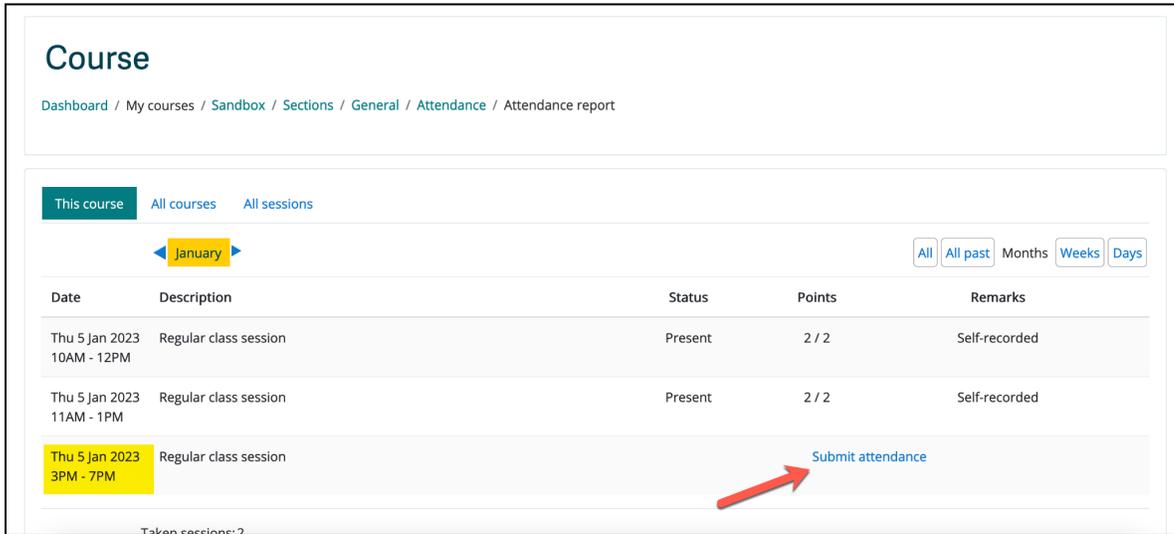# Marking Your Attendance in Moodle

Option 1: Login to Moodle and Enter the Password

1. In your Moodle course, navigate to the **Attendance** area.

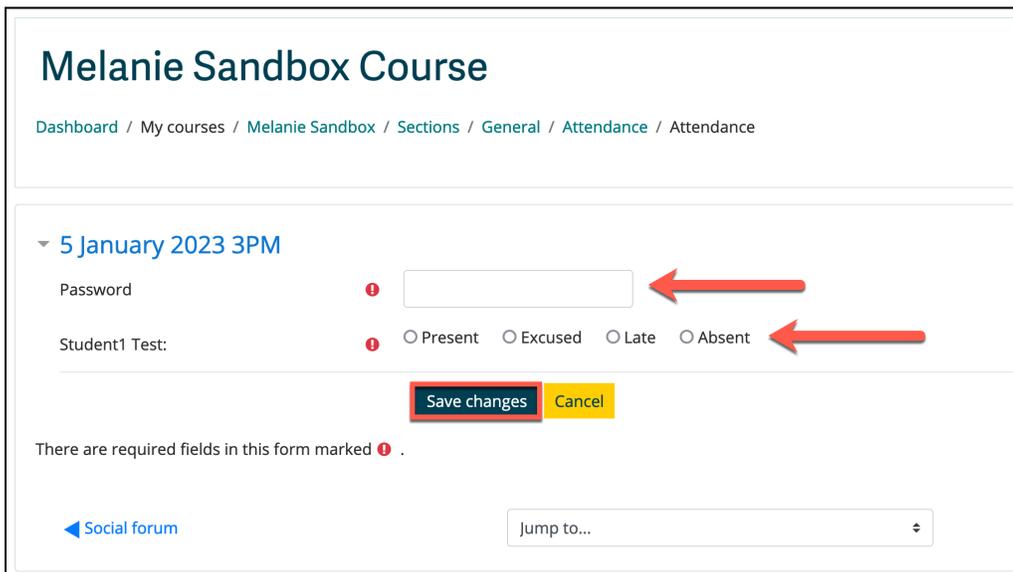2. Find the relevant date and click the **Submit attendance** link.

3. Enter the password.

4. Mark your **attendance status** (present, excused, late, absent).

5. Click the **Save changes** button.

Option 2: Use the QR Code on a Mobile Device

1. When the QR code is displayed in your classroom, scan it with your mobile device. You will be prompted to login to Moodle.

2. Once logged in, the password will be automatically entered.

3. Under your name, mark your **attendance status** (present, excused, late, absent).

4. Click the **Save changes** button.