

# Take Attendance with a Barcode Scanner

Barcode scanners/readers allow you to scan a barcode to record student attendance, including date and time. This feature uses a *Student/Barcode ID*, located on the *Summary* tab of the [Student Record](#).

To use Jackrabbit's Barcode Scanner feature, your account must be set to track attendance. Since most accounts are set to track absences, contact [Jackrabbit Support](#) to change your account to track attendance.



A valuable alternative is the [Self Check-in](#) feature, which allows parents and students to check in via their primary phone number and does not require your account to be set to track attendance. This allows you to offer makeup options.

See [Initial Set Up for Barcode Scanning](#) section below for more information about Student/Barcode IDs.

### Student: Melody Agar

[SAVE CHANGES](#) [DELETE](#)

Enroll | [Email Schedules](#) | [Info Sheet](#) | [Absence/Attendance](#) | [Mass Drop Classes](#)

Family: [Agar](#): First Name  Middle Initial  Last Name

[Summary](#) | [Classes](#) | [Events](#) | [Medical](#) | [Feedback](#) | [Skills/Levels](#) | [Sizes](#) | [Attendance](#) | [Misc](#) | [Notes \(1\)](#) | [Resources \(1\)](#)

#### Current Enrollment

View 1 - 2 of 2 [Print](#) [Refresh](#)

Class	Session	Cat1	Type	Class Description	Days	Room	Time	Duratic	Instructor
<a href="#">Karate 1 - Tue - 3rd-5th</a>	2021	Karate	Enrolled		Tu	Studio 3	4:00pm - 4:45pm	:45	<a href="#">Erma Barnhardt</a>
Total:								:45	

Status  [?](#)

Birth Date  [?](#) Age **13 yrs**

Gender  Citizenship

Grade Level

Email   [Mass Email Opt-Out](#) [?](#)

Cell Phone  [?](#)

Transportation

School

Start Date  [?](#) Date Quit  [?](#)

Student/Barcode ID

To use a barcode scanner every student needs to have a number assigned here.

[Expand/Collapse All](#)

## What You'll Need

- ▢ [Initial Set Up for Barcode Scanning with Printed Labels](#)
  - ▢ [Initial Set Up for Barcode Scanning without Printed Labels](#)
  - ▢ [Launch the Barcode Reader/Scanner](#)
  - ▢ [Launch & Use the Barcode Scanner/Reader for Attendance](#)
  - ▢ [Frequently Asked Questions](#)
-