

Class Attendance Form Sample Excel Layout

The **class attendance form** sample Excel layout provides a structured and user-friendly template to efficiently track student attendance. With clear columns for dates, names, and attendance status, it ensures accurate record-keeping and easy data analysis. This layout is ideal for educators looking to maintain organized and accessible attendance records.

Student ID	Student Name	Dates					Total Present	Remarks
		2024-06-03	2024-06-04	2024-06-05	2024-06-06	2024-06-07		
101	Jane Doe	P	P	A	P	P	4	
102	John Smith	A	P	P	P	A	3	
103	Emily Johnson	P	P	P	P	P	5	Excellent

Legend: P = Present, A = Absent