Offero Activity Attendance Ranges

Admins can set activity attendance ranges to be used for reporting.

Setup

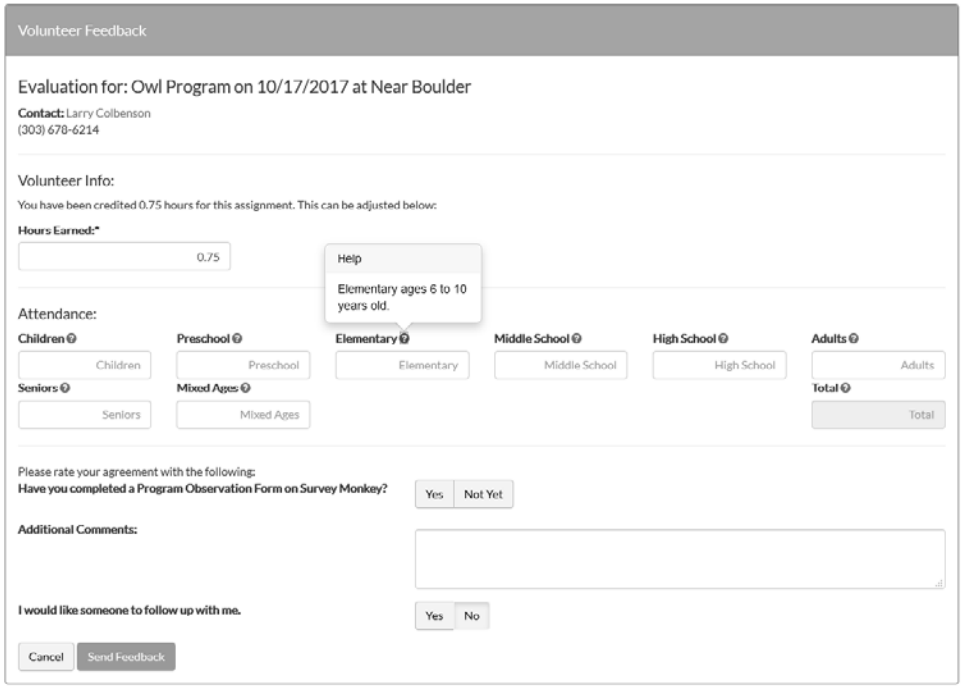
Activity attendance ranges are managed in List Management. Available from the admin menu → More → List Management. Each range has the following:

1. Name
2. Description
3. Type (Adult, Child, Mixed)

To collect activity attendance ranges via feedback

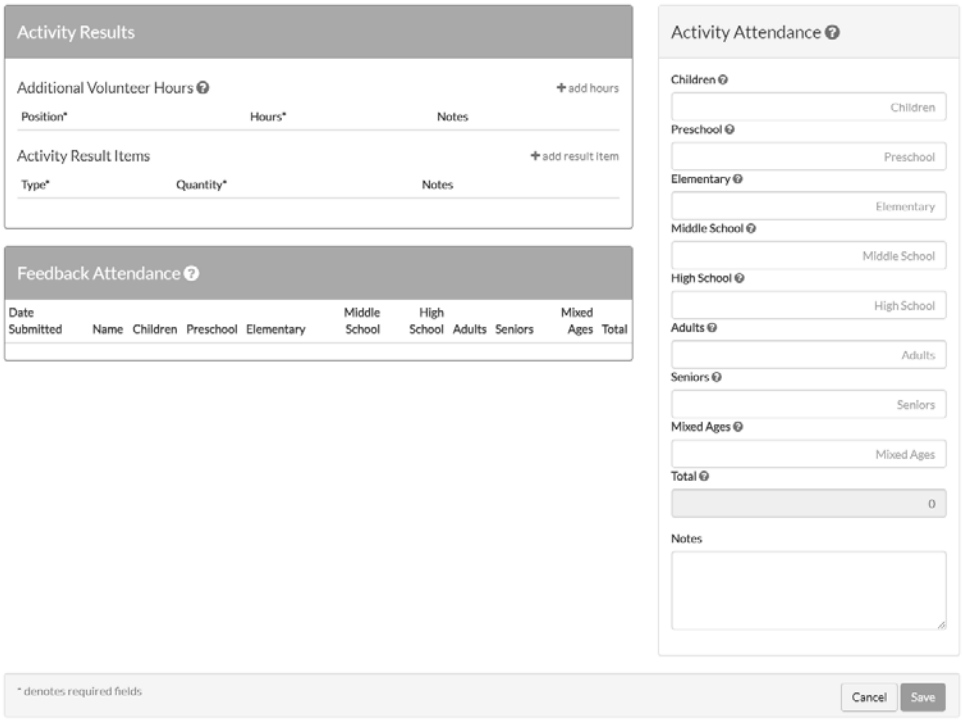
Ensure that "Capture Attendance" is checked for the assigned feedback.

Volunteers will see all of the ranges with the description available through the help icon.



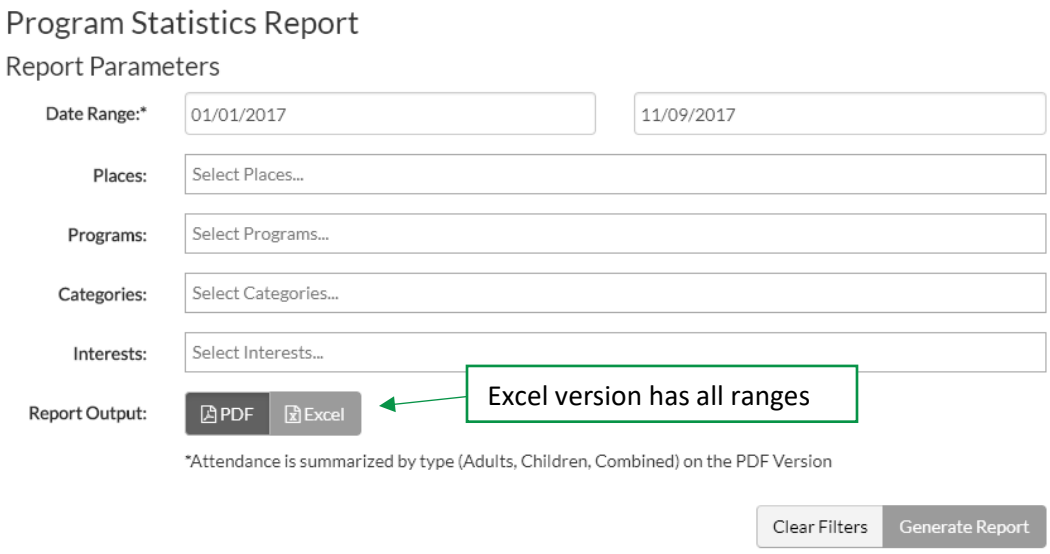
Recording

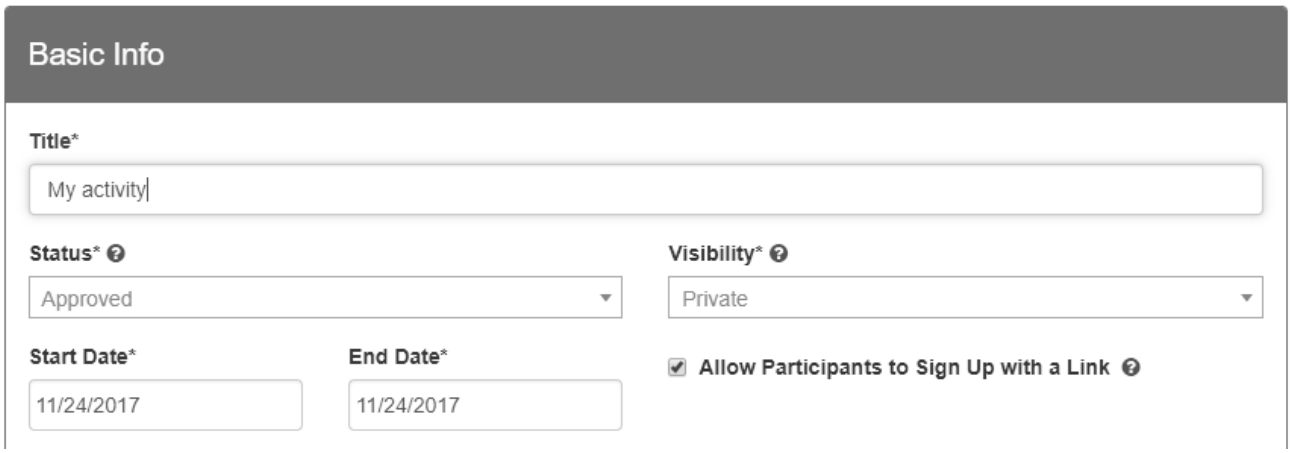
The attendance is recorded on the activity results screen.

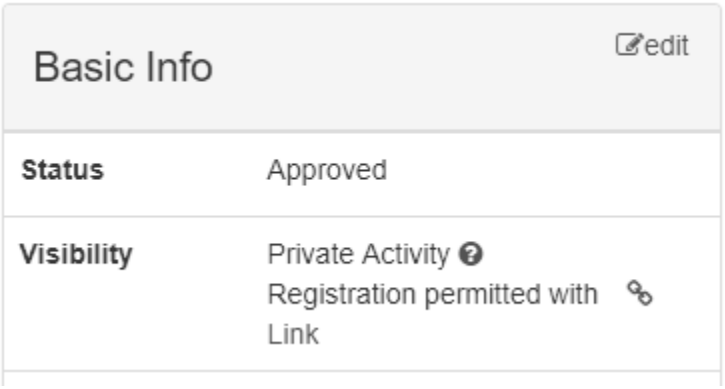


Reporting

The program statistics report pdf version will display the attendance by type (Adult, Child, Mixed). To view all of the ranges use the excel version.




Basic Info
Title*
My activity
Status*
Approved
Visibility*
Private
Start Date*
11/24/2017
End Date*
11/24/2017
Allow Participants to Sign Up with a Link


Basic Info
edit
Status
Approved
Visibility
Private Activity
Registration permitted with Link