



# Absence Management Software Checklist

**Does your absence management system provide the following functionalities?**

- ☐ Simple, modern, easy-to-navigate workflows.
- ☐ Free text messaging notification.
- ☐ An easy ability to add or remove users, move subs around, shift teacher class coverage, and schedule multiple subs to cover long-term absences.
- ☐ Straightforward communication tools for today's gig economy, allowing you to contact subs quickly and easily.
- ☐ An active user community for sharing ideas and best practices.
- ☐ Weekly software updates based on customer feedback.
- ☐ Real, live customer service specialists available by phone.
- ☐ A 30-second response time using customer support live chat.
- ☐ Free, comprehensive training in the system, including for new users.
- ☐ Seamless integration with your existing payroll systems.

**READY TO BRING YOUR DISTRICT OVER?**

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