

For your convenience, there are many ways to access the MyHours website.

There is also a helpful YouTube video <https://youtu.be/scrbt4D1s24> located on the main Aspire website <https://www.dvUSD.org/Domain/10689> to assist with navigating your student's online learning and Aspire Academy updates.

MYHOURS ATTENDANCE DIRECTIONS:

- 1. Log on to <https://myhours.dvUSD.org/> or through the course in Canvas and MyHours link**
- 2. Sign in with your school computer username and password (student ID/Lunch number)**
- 3. Select the week that you are reporting and click on Date (Weeks run Sunday - Saturday)**

Week of	Classes Submitted
2021-08-15	0

4. Parent initials are required to make any changes

Submit your MyHours each week. The week begins on Sunday and ends on Saturday. If you have any questions regarding filling out your weekly attendance log please contact Aspire - Deer Valley's Online Academy at Aspire@dvUSD.org or 602-467-5751

Sunday, August 15th 2021 through Saturday, August 21st 2021

Parent's Initials:

Parent initials required to make changes.

5. Record the amount of hours per day you spent on each course (Helpful tip: Keep a daily log of how many hours spent on each course)

Class	Su	M	T	W	Th	F	Sa	Parent Initials	Logged	Updated
Home Room - 2nd Grade	0	0	0	0	0	0	0	AP	<input checked="" type="checkbox"/>	08/19/2021 12:12 PM
Social Studies - 2nd Grade	1	2	0	2	1	0	0	FM	<input checked="" type="checkbox"/>	08/19/2021 12:13 PM

6. Submit attendance form every Sunday or daily through Canvas MyHours link

*The Deer Valley Online staff will send a weekly reminder email from Aspire@dvUSD.org if you have missing attendance