Steps for Infinite Campus Dialer Extract

Go into IC
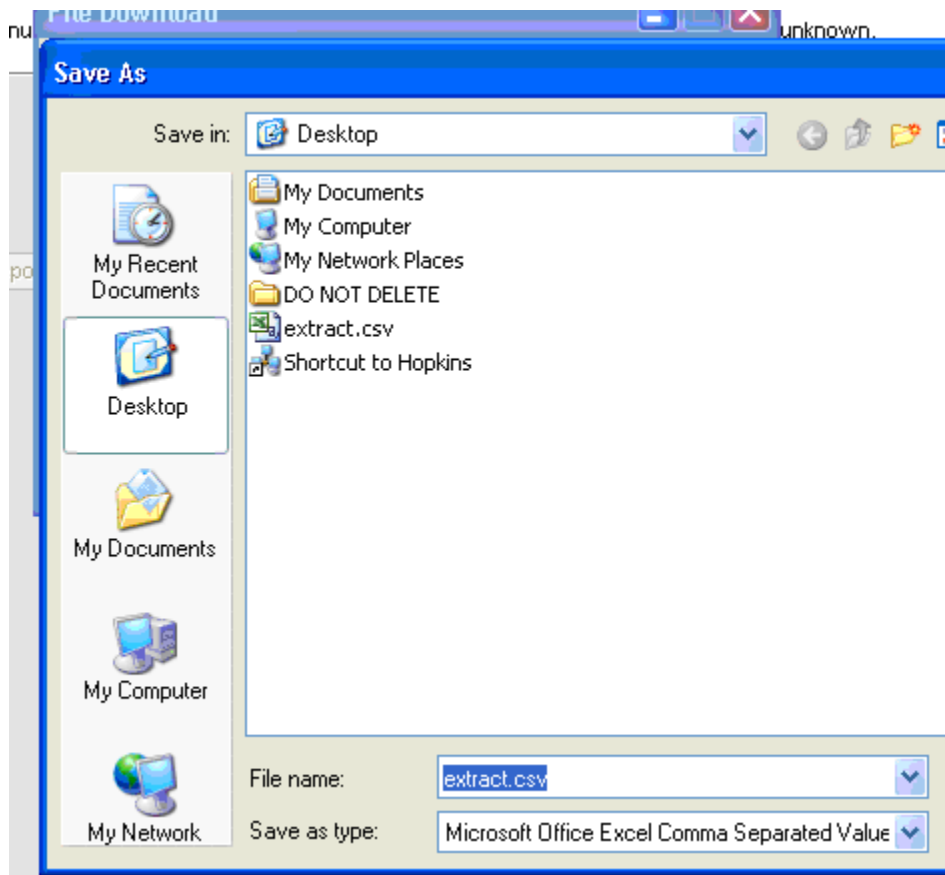
Index > Attendance > Reports > Dialer Export

CSV

Click GENERATE EXTRACT.

SAVE to Desktop.

Hit Save again. YES, replace it.

Go to your Desktop. Open the file "extract.csv". Make sure it is correct.

Go back into Infinite Campus. Click on "Infinite Campus Work Orders"

Click MENU > Attendance

Browse to find "extract.csv".

Click Upload File.

Enter Connect Ed credentials and schedule the calls.