**AtGC is Griffith’s attendance and timetabling platform.**

The web platform allows learners to view their live timetables in an easy to use calendar-style format and to view attendance reports (where available).

The apps allow students to view their timetables, check in to their class with one-touch check-in, view their attendance reports, access maps for our campuses and provides a quick link to Moodle.

**Steps for Checking into class**

1. Download the app and login.

Available on App Store & Play Store

1. Turn on Bluetooth.
2. Open the app when you arrive at your scheduled class or look for the reminders in your notification centre and tap the reminder to open the app.
3. Wait 10 seconds until a green tick appears beside your current class.
4. Once the green tick appears you have been marked present.

**Important Information**

**Login**

Please login use your SSO details. Your SSO details are the username and password used for all Griffith College systems such as email, Moodle & Themis.

**Support**

Please email our helpdesk if you require further assistance. Email helpdesk@griffith.ie.

**Room Beacons**

Learners must open the app on their phones to check-in. Please note the learner must be in the room that is assigned on the timetable.

**Troubleshooting**

Please check the following:

1. Bluetooth is turned on.
2. Allow the app permission to access your location.
3. You are in the correct room and within the hours of your class.
4. Close and re-open the app, wait 30 seconds.
5. If the above does not work, reboot your phone and try again.

Note - if you are attending online via Zoom

Your lecturer will take your attendance automatically, however, you must ensure you are signed into Zoom with your @student.griffith.ie email address for the attendance to be pulled automatically from Zoom into our attendance platform. Otherwise you will not be marked as present.