

Attendance tracking of classes on the my.riseba.lv portal using a QR code

This feature is available to both lecturers and students.

The QR code will only be available on the day of the class and during the time that the class takes place!

1. Log in to my.riseba.lv using your username and password.
2. The list of classes will be visible on the left side of the screen.
3. To start attendance tracking, select the relevant class from the list.



4. Open **Attendance journal**.

18:00 - 21:10 Public Speaking and Communication (Theory)

Event details Attendance journal

Course	[COM072] Public Speaking and Communication
Start	07.05.2025 18:00
End	07.05.2025 21:10
Course format	Theory
Programm	[MPVxRPVL090] Human Resource Management, [MPVxRPVL120] Human Resource Management, [MPRxRPVL090] Project Management, [MPRxRPVL120] Project Management
Group	M25 MPV+MPR 1L (90+120) [COM072]
Teacher	
Status	
Room	210 auditorija "Durbes 4 / Rīga"
Students	28
Comment	

Cancel

5. A button labeled **Show QR Code** will be visible in the bottom right corner. Click on it.

18:00 - 21:10 Public Speaking and Communication (Theory)

Event details Attendance journal

	USIN	First name	Last name	Group	Programm
<input type="checkbox"/>					
<input type="checkbox"/>				M25 MPV+MPR 1L (90+120) [COM072]	[MPVxRPVL120] Human Resource Management
<input type="checkbox"/>				M25 MPV+MPR 1L (90+120) [COM072]	[MPVxRPVL090] Human Resource Management
<input type="checkbox"/>				M25 MPV+MPR 1L (90+120) [COM072]	[MPVxRPVL120] Human Resource Management
<input type="checkbox"/>				M25 MPV+MPR 1L (90+120) [COM072]	[MPVxRPVL090] Human Resource Management

➡ Show QR code Cancel

6. The QR code image will open in a new browser tab.



7. During the lecture, the QR code can be displayed on the screen using a projector for easy scanning.
Students can mark their attendance using a mobile device - by opening the **my.riseba** website and scanning the QR code.

The previously used attendance tracking solution is still valid and can be used in the future if desired!