**AESOP Absence Management**

**Prospect School**

If you are having trouble using the AESOP website please enter the absences by calling on the phone and following the directions.

Follow the voice menu to enter and manage the absences and other access features.

1. Call the number 18009423767
2. Type in your id number (phone number) and the #
3. Type in your pin and the #
4. Press 1 to create an absence. Follow the directions.

When entering an absence please wait until you receive a confirmation number before you end the phone call.