Collecting Attendance in Testing Nirvana

(Bobcat Brew Edition)

1. Log into Testing Nirvana
	1. [www.testingnirvana.com](http://www.testingnirvana.com)



1. Choose your event from the “Select an Event” list by clicking the blue arrow



1. Choose “Attendance” for “Where do you want to go?”



1. Choose “Add Attendee”





1. From the list of site choices, choose your site by clicking “SELECT”



\*Use the City Search feature to filter your site choices







1. Each LC that enters your event can enter their student’s first and last name



1. Confirm that this is the student you are entering attendance for by choosing “yes”.





After choosing “yes”, Testing Nirvana will return you to this screen:



Follow steps 5-8 for each attendee that attends your event.