Important Information!

To login to Frontline Absence Management (formerly AESOP), there are two options for computer entry – only one of which you will use – **CANNOT** use both of the options or go back and forth between both

- **CHOICE #1** - SSO (Single Sign-On) through Symbaloo on your D87 computer – no need for additional logins since you have already signed into the computer

- Link to use at home to access SSO – **bookmark the following link for use at home** - [https://login.frontlineeducation.com/sso/bloomington87](https://login.frontlineeducation.com/sso/bloomington87)

  **-OR-**

- **CHOICE #2** - Frontline website (formerly AESOP) - [https://app.frontlineeducation.com](https://app.frontlineeducation.com) - A personal account needs to be set up for entering absences on the web

- **CHOICE #3** - call 1-800-942-3767 - phone number is your login / 4-digit Phone PIN has remained the same

- Login and view the website to familiarize yourself before needing to add an absence

- Absences need to be entered ASAP when you know you will need a sub in order for the automated system to make every effort to fill that absence

- **Dock absences need to have approval from the Superintendent by sending an email request**

- Jury Duty may be entered and in the Notes to Administrator it should indicate Jury Duty

- Double-check the date range when entering an absence – **pay close attention to the AM and PM times**

- Add any notes for the substitute in that specific box

- Information for the principal belongs in the Notes to Administrator section

- An email address may be added in order to receive emails for absence approvals

- A confirmation number will be available after your absence has been entered

- Questions – knappd@district87.org or 827-6031 x 1021