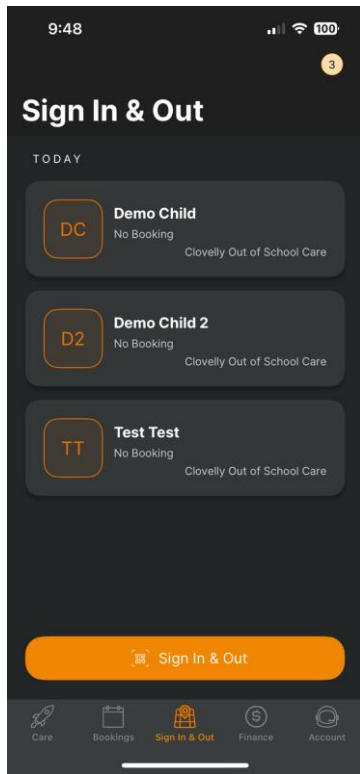
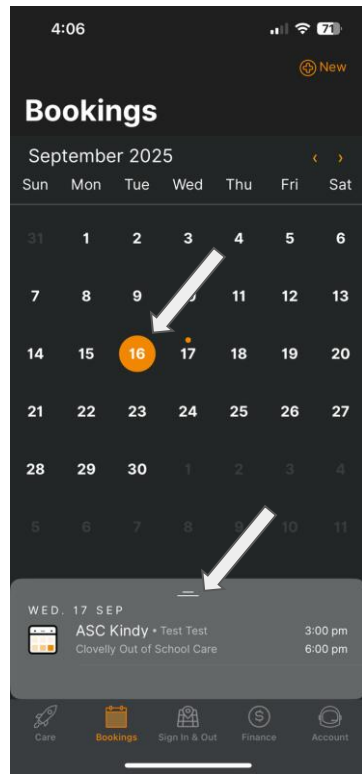
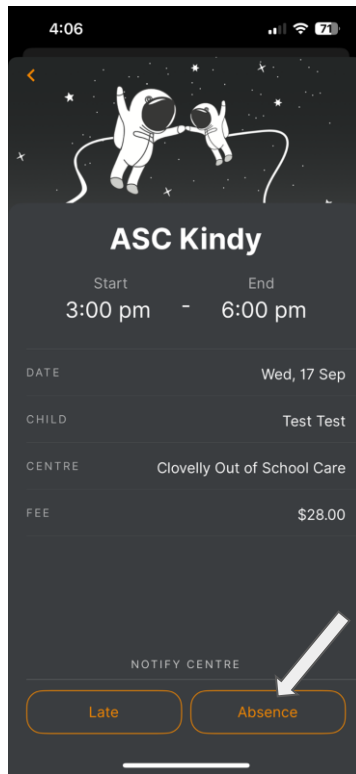




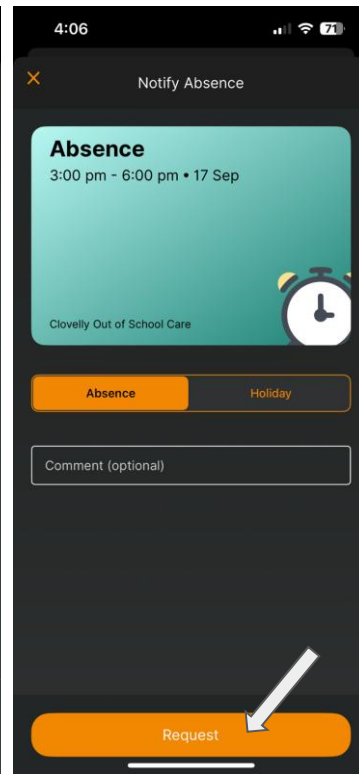
1 - Open up your XPLOR App on your mobile device.



2 - Navigate to the 'Bookings' tab and select the date you would like to mark absent.



3 - Select the 'absence' option.



4 - Add your reason in the comment section and then select 'Request'.