



Clerks: AESOP Conf#

How to locate the conf# in AESOP

Supplemental pay forms are now submitted through Employee Self Service. Any form submitted with the HR sub budget code will require the CONF# on the absence.

You can access AESOP Absence management at <https://www.aesoponline.com/login2.asp>

Type in your User ID and Password.

Click the Sign In button.

frontline education
Absence Management
Formerly Aesop

Sign In

ID or Username

PIN or Password

Sign In

[Forgot ID or Username](#) | [Forgot PIN or Password](#)

Once you have logged into AESOP, you can access the unfilled absence through **Reports > Absence > Unfilled Absences**.

Absence Management St. Paul Public Schools

NAVIGATION

- Web Navigator
- Master Data
- Absences
- Reference Data
- Security
- Reports
- Settings

Absence

- Employee
- Substitute
- Letters
- Recording Instructions
- Report Writer

- Daily Report
- Absence Reconciliation
- Absentee Report
- Unfilled Absences
- Absence Monthly Summary
- Absence Advance Notice
- Absence Call History
- Day of Week Absence Analysis
- Absence Reason Percentages
- Absence Reasons By School
- Absence Feedback
- Absence Interactive
- Cancelled/Closed Absences
- Substitute Sign In
- Perfect Attendance Report

Enter the date range in the start date and end date.

Use the dropdown menu to locate your school then click submit.

Locate the employee who requested the sub. The CONF# will be located in blue.

Unfilled Absences [Return to Report Menu](#)

Start Date: 05/25/2019 End Date: 06/07/2019 School(s): Central Senior High

Type: Absences/Vacancies Employee: View All Vacancy Profile: View All

Order By: School Date

Print with page breaks

Submit Print

School	Date	Name	Employee Type	Start/End	Duration	Room	CONF#
Central Senior High	05/31/2019		Teacher	10:31 AM - 2:15 PM	Half Day PM	MAIN OFFICE	368928268