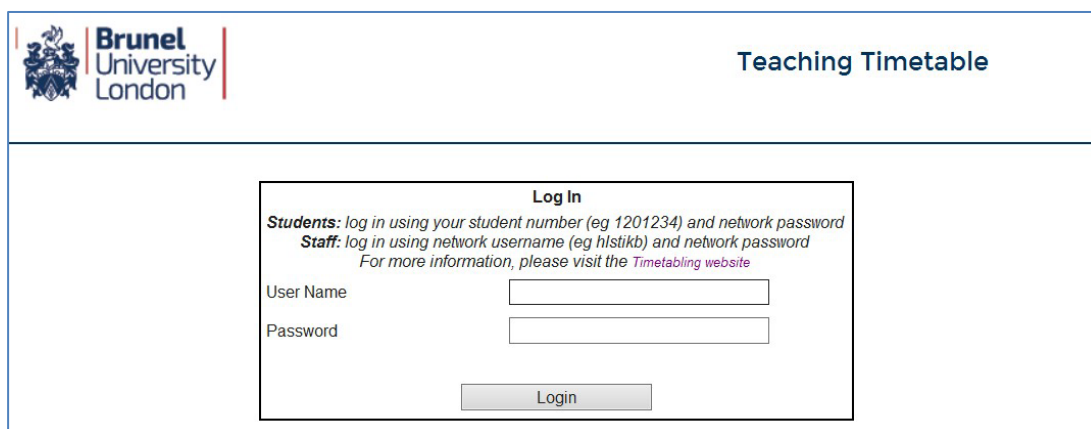# TAG Guide – Timetable Triage

This is to help ensure queries are referred to the most relevant support team.
Students should be taken through the questions, to identify their problem and refer them accordingly.

1. Have you managed to reach this page?

No	**Yes**
2. Can you log in to University PCs? **No** - *Go to the Computer Centre Service Desk in the Library for help with your password*	**5. When you click "Module Timetable", can you see the correct modules on the selection list?** *If not, you need to check eVision, "My Course": have you selected your modules and do you have the correct modules registered?* **No** - in eVision, go to My Course and select your modules; **Yes** - email Timetabling@brunel.ac.uk
3. Can you locate the Timetabling pages? **No** – *Go to the links below:* www.brunel.ac.uk/about/administration/timetabling OR https://teaching.brunel.ac.uk/SWS-1617/login.aspx *and add this page to your favourites.*	**6. Use "Module Timetable"; when you click "View Timetable":** **If the timetable is blank, or if modules or activities are missing***: Click "Go back" at the bottom of the page and ensure you have selected:* * * Your modules (control click to select them all);* * * This week, Next week or Term 1;* **If nothing appears or changes on screen**, *see the Timetable troubleshooting guide*
4. Have you successfully logged in? *Use your student number and network password; See "Can you login to University PCs?" if you can't login*	

7. Do you want to know about seminar, practical or workshop groups, or other details?
Groups are currently being constructed, and your seminars, practicals etc should appear on "My Timetable" during the next week.

8. Do you need help understanding the timetable grid and the codes?
Select the "List view" for the easiest timetable format and see Student Timetable Guide 2016/17

9. Any other teaching timetable query can be referred to the Timetabling Team
email: Timetabling@brunel.ac.uk

Viewing a Grid Timetable

If you are viewing your timetable based on your course, rather than your specifically selected and assigned modules, you will have only the option to use list or grid view. The information here is much the same as in the combined view, just visualised slightly differently.

Games Design Level - 2-

Weeks: 1-12 (22 Sep 2014-14 Dec 2014)

	8:00-11:30	12:00-13:00	13:00-15:30	16:00-22:30
Mon	FM2604 Animation GASK 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 O'Dell, Matthew FM2602 GASK 169 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 Parsler, Justin		FM2602 Core Mechanics GASK 169 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 Parsler, Justin	
Tue	FM2603 Asset Creation Two GASK 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 O'Dell, Matthew FM2017/Lec Games Design 2 GASK 169 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 Cox, Chris		FM2017/Lec Games Design 2/01 GASK 169 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 Cox, Chris FM2603 Asset Creation Two/01 GASK 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 O'Dell, Matthew	
Wed				
Thu	FM2016 Application Two GASK 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 Cox, Chris		FM2018 Lecture LECT 263 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 Boudreau, Kelly FM2018 Seminar 1 GASK 169 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 Boudreau, Kelly FM2016 Application Two/01 GASK 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26	
Fri	FM2004 Lec/Screening Science Fictions LECT 215 — 1-6, 8-12 Ingram, David		FM2004 Sem 1 LECT 117 — 1-6, 8-12 Ingram, David FM2004 Sem 2 LECT 213 — 1-6, 8-12 Ingram, David	

Start of activity

End of activity

- This is the description of the activity.
- This is the location code.
- **This is the tutor who will be leading the session.**
- These numbers show the weeks in which the activity will be taught in.
- This indicates the weeks and dates covered by the displayed timetable.