

Staff Timetabling Guide 2019/20



Brunel
University
London

Accessing your Teaching Timetable

You can access the Timetabling site, where you can find a lot of useful information:

<http://www.brunel.ac.uk/about/administratio n/timetabling>

You can also go straight to your timetable by using this link:

<https://teaching.brunel.ac.uk/SWS-1920/login.aspx>

When you click on the timetable link you will see the following screen:

Brunel University London | Teaching Timetable

Log In
Students: log in using your student number (eg 201234) and network password
Staff: log in using network username (eg hlstikb) and network password
For more information, please visit the Timetabling website

User Name
Password

Login

You can view your teaching timetable in a number of different ways; **My Modules** will display all of the specific modules that you are registered to teach and will show all associated activities including groups that you may not be teaching. **Courses** will allow you to see all modules that are being taught on your course, even if you aren't teaching them. **Modules** allows you to search for any modules to view when and where they will be taught. **Rooms** allows you to see what is happening in specific rooms. The **My Timetable** tab will show all the modules with which you are associated – **if you cannot see all your teaching modules please contact your divisional timetabling contact.**

Web timetables

- ▶ Courses
- ▶ Modules
- ▶ Rooms
- ▶ My Modules
- ▶ My Timetable
- ▶ log off

Produced by timetabling@brunel.ac.uk August 2019

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Viewing a Grid Timetable



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Games Design Level - 2-

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

	8:00	8:30	9:00	9:30	10:00	10:30	11:00	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00	15:30	16:00	16:30	17:00	17:30	18:00	18:30	19:00	19:30	20:00	20:30	21:00	21:30	22:00	22:30				
Mon			FM2604 Animation GASK 2, 4, 6, 8, 10, 12, 16, 18, 20, 170/2 O'Dell, Matthew						FM2602 Core Mechanics GASK 169 Parsler, Justin																									
			FM2602 GASK 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 169 Parsler, Justin																															
Tue			FM2603 Asset Creation Two GASK 2, 4, 6, 8, 10, 12, 16, 18, 20, 170/2 O'Dell, Matthew						FM2017/Lec Games Design 2/01 GASK 169 Cox, Chris																									
			FM2017/Lec Games Design 2 GASK 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 169 Cox, Chris						FM2603 Asset Creation Two/01 GASK 170/2 O'Dell, Matthew																									
Wed																																		
Thu											FM2018 Lecture LECT 2, 4, 6, 8, 10, 12, 16, 263 Boudreau, Kelly		FM2018 Seminar 1 GASK 2, 4, 6, 8, 10, 12, 16, 18, 20, 169 Boudreau, Kelly																					
			FM2016 Application Two GASK 2, 4, 6, 8, 10, 12, 16, 18, 20, 170/2 Cox, Chris						FM2016 Application Two/01 GASK 170/2																									
Fri				FM2004 Lec/Screening Science Fictions LECT 215 Ingram, David										FM2004 Sem 1 LECT 1-6, 8-117 Ingram, David		FM2004 Sem 2 LECT 1-6, 8-12 Ingram, David																		

- 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.

Start of activity

End of activity