Student Timetabling Guide 2015/6

Accessing Timetabling Web Services

You can access your timetable from the Timetabling page: http://www.brunel.ac.uk/about/administration/timetabling

The webpage also contains a variety of useful information.

If you prefer, you can access your timetable directly by using the web address: https://teaching.brunel.ac.uk/SWS-1516/login.aspx

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Logging in

Once you have clicked the 2015/6 timetable link you will be directed to the Login page:

Teaching Timetable

Login

Please provide your username and password

User Name

Password

Login

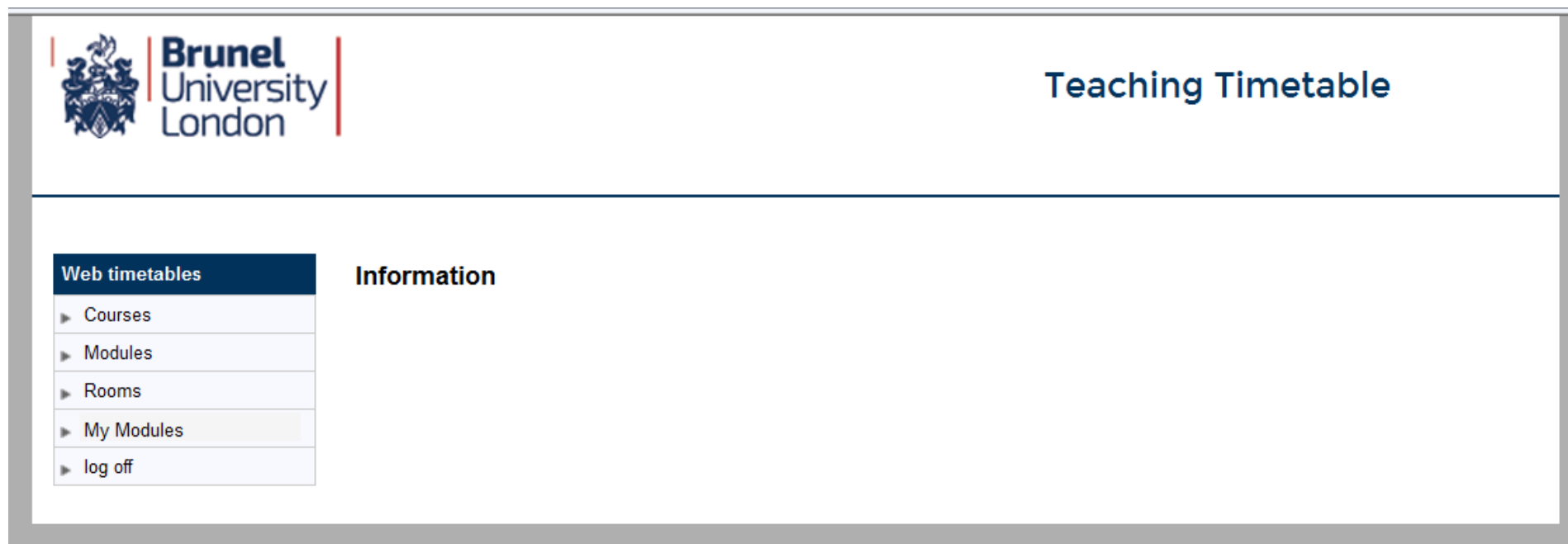Log in using your **Student Number** (not your Network Username) and your password*.

*Please note that if you have non-alphanumeric characters (eg. !?£$) in your password you may have issues logging in and we would suggest not using non-alpha-numeric characters in your password for ease of access.

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Finding Your Timetable

If you have not completed the module selection task in eVision you will need to do so in order to use the **My Modules** tab. Please go to https://evision.brunel.ac.uk to complete the task.

Teaching Timetable

Web timetables
- ▶ Courses
- ▶ Modules
- ▶ Rooms
- ▶ My Modules
- ▶ log off

Information

You can view your timetable in a number of different ways; we recommend that you use the **My Modules** tab from the box on the left of the screen. **My Modules** will display all of the specific modules that you are registered to take and will show all associated activities including groups that you may not be part of. **Courses** will allow you to see all modules that are being taught on your course, even if you aren't taking 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. There is also a **My Timetable** tab; however this will not be available for all courses. If you can't see this option, please use **My Modules** instead.

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Finding Your Timetable

Upon clicking **My Modules**, a number of drop-down menus will appear. Use these to check your class times and locations. Please check back regularly as timetables are subject to change.

Select Module(s): Pick the modules you wish to view.

Select Period: Choose the length of time you wish to view.

Select Day(s): Choose the days you wish to view.

Type Of Report: You can choose between Grid Timetable, List Timetable and Combined Timetable depending on how you wish to view your modules.

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Viewing a Combined Timetable

EE2612, EE2613, EE2614, EE2615, EE2616, EE2617, EE2703, EE2704, EE2705, EE27

For information regarding the seminar and tutorial groups you are assigned - look at Blackboard Learn School Pages or contact your School

Monday

Activity	Description	Start	End	Week(s)	Room	Staff	Type
EE2708/Lec2	Motion Graphics Applications	9:00	10:00	6, 9	TOWC 005,TOWC 212	Winter, Wolf	Lec
EE2708/Lab2	Motion Graphics Applications	10:00	12:00	6, 9	TOWC 005,TOWC 212	Winter, Wolf	Workshop

Tuesday

Activity	Description	Start	End	Week(s)	Room	Staff	Type
EE2706/Lab	Programming for the Moving Image	11:00	13:00	1-12	TOWC 005	Molga, Kasia	Workshop
EE2706/Lec	Programming for the Moving Image	14:00	15:00	1-12	LECT 005	Molga, Kasia	Lec
EE2617/Lec	Marketing & Professional Dev	15:00	16:00	4-12	HALB 055	Jarvis, Chris	Lec
EE2617/Lec	Marketing & Professional Dev	16:00	18:00	4-12	HWLL 004	Jarvis, Chris	Lec
EE2614/Lec	Experimental Digital Futures	17:00	19:00	1-12, 16-27	LECT 061	Molga, Kasia,Agius, Harry	Lec

The timetable generated should look similar to this.

The combined view groups your activities by the days that they are taught on.

If you don't know which dates the week numbers refer to or what the room codes mean, there are guides on the Timetabling webpage at: http://www.brunel.ac.uk/about/administration/timetabling

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Viewing a Grid Timetable

Brunel University London

Games Design Level - 2-

	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 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 — O'Dell, Matthew **FM2602 Core Mechanics** — GASK 169 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 — Parsler,Justin **FM2602** — 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 2/01** — GASK 169 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 — Cox, Chris **FM2017/Lec Games Design 2** — 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	**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** — GASK 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 — Cox, Chris **FM2016 Application Two/01** — GASK 170/2 — 2, 4, 6, 8, 10, 12, 16, 18, 20, 22, 24, 26 — Cox, Chris
Fri	**FM2004 Lec/Screening Scie... Fiction** — LECT 215 — Ingram,David **FM2004 Sem 1** — LECT 117 — 1-6, 8-12 — Ingram,David **FM2004 Sem 2** — LECT 213 — 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.
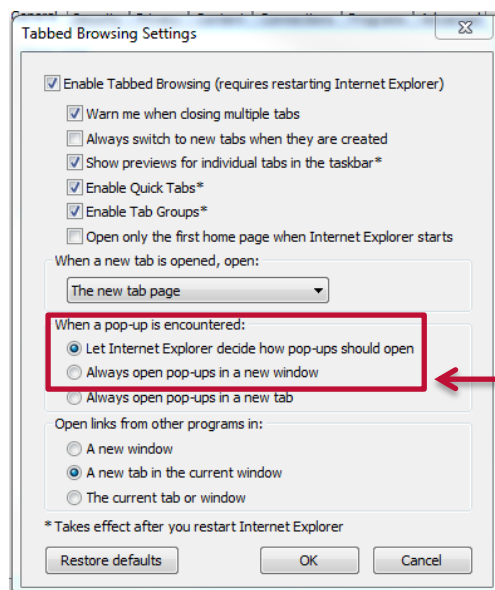
Start of activity

End of activity

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Troubleshooting

If you are using Internet Explorer, your timetable may open in a pop-up behind the current window, making it hard to notice whether it has actually opened. Keep an eye out for this if you are struggling to see anything opening when you click on **View Timetable**.

If you are using Internet Explorer you can remedy this by following these instructions:

1. Click on *Tools* and then *Internet Options*.
2. In the *General* tab, there is a heading called Tabs.
3. In IE 8, click the button marked Settings, in IE 10 click the button marked Tabs
4. Click on "Let Internet Explorer decide how pop-ups should open".

If you are using any other browser and are unable to rectify the problem please contact computing-support@brunel.ac.uk on 01895 265888.

If you have any other timetable issues please contact timetabling@brunel.ac.uk with your query.