

How to View Web Timetables

Select your **School/Division to View** by scrolling down and selecting your department

The screenshot shows the 'Timetabling Office' interface for 'The University of Nottingham'. The main heading is 'School/Division Timetables'. Below this, there are several selection fields:

- Select School/Division(s) to View:** A dropdown menu with options: A-NO DEPARTMENT, ACS, Academic Office, Academic Radiology, American & Canadian Studies, Anaesthesia, Archaeology, Architecture & Built Environment, Art History, and Biology.
- Select Activity Type:** A dropdown menu with the option: All Activities.
- Select Timetable Type:** A dropdown menu with the option: Grid.
- Select Week(s) or Semester:** A dropdown menu with the option: All Year (Wks 1-52).
- Select Day(s):** A dropdown menu with the option: All Weekdays (Mon-Fri).
- Select Start and End Time:** A dropdown menu with the option: 09:00 - 18:00.

A 'View Timetable' button is located at the bottom of the form. The interface is annotated with several callout boxes:

- Select Timetable type, you have the following three options:-**
 - Grid Timetable
 - List, separate days
 - List, days together, all year (this option is best used, if you are looking to download into Microsoft Excel)
- Select Activity Type - The options available are:-**
 - Lectures Only
 - Seminars
 - Post Graduate Modules
- Select Week(s) or Semester you are able to select the following options:-**
 - All year (Wks 1-52)
 - Autumn Semester
 - Spring Semester
 - This Week
 - You can also select separate weeks
- Select Day(s) - Under the Grid timetable and List separate days timetable you are able to select the following options:-**
 - All weekdays (Mon-Fri)
 - All week (Mon-Sun)
 - All weekend(Sat-Sun)
 - You can also select separate days
- Select Start and End Time - Under the Grid timetable and List separate days timetable you are able to select the following options:-**
 - 09:00-17:00
 - 09:00-18:00
 - 09:00-21:00
 - 08:00-24:00 (All Day)
 - 08:00-12:00 (Morning)
 - 12:00-17:00 (Afternoon)
 - 17:00-24:00 (Evening)

Once you have selected your options, click on **View Timetable**

For Room, Programmes and Module timetables, the options available are the same EXCEPT for 'Select Activity Type' which does not appear in the list.