

Choose from the following four timetable viewing options:

All Units (List Timetable View) – Displays list/spreadsheet of classes for units

This function is useful for:

- viewing class timetables or multiple class timetables,
- viewing the class timetable according to activity characteristics, for example; by location, by discipline, by teaching period,
- searching using keywords, and
- printing the list of classes.

All Units (Calendar Week View) – Displays calendar week view of classes for units

This function is useful for:

- viewing class timetables,
- viewing the timetable week by week,
- checking for overlaps in classes, and
- checking the times of classes in a visually friendly way.


Academic Staff – Displays classes taught by staff in either list view or calendar week view

Locations – Displays classes and bookings scheduled in a location in either list view or calendar view

This function is useful for:

- Viewing the classes and bookings that are scheduled in the location
- Checking the availability of the location for the specific date
- Checking the usage of certain specialty equipment

All Units (List and Calendar Timetable View)


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GENERAL INFORMATION
UNITS (HE)
UNITS (VET)
ACADEMIC STAFF
LOCATIONS

Units (HE)

Select Campus: *Optional

Select Department: *Optional

Refine search by typing characters into the text box. The list will display all items that contain those characters:

Search by unit code or key words if required

Select Unit(s) to View:

HE_CAS_1_AUD502 - Hearing Assessment Simulation
 HE_CAS_1_CUC100 - Academic Literacies Through Exploring Sustainability
 HE_CAS_1_CUC106 - Design and Innovation: Communicating Technology
 HE_CAS_1_CUC107 - Cultural Intelligence and Capability
 HE_CAS_1_DEM300 - Community-Based Risk Management
 HE_CAS_1_DEM311 - Emergency and Disaster Management in Context
 HE_CAS_1_DEM511 - Emergency and Disaster Management in Context
 HE_CAS_1_DEM516 - Reflective Case Study: Humanitarian, Emergency and Disaster Management
 HE_CAS_1_DEM820 - Research Project
 HE_CAS_1_DEM821 - Research Project

Select Period(s):

HE Semester 1
 HE Semester 2
 week 1 w/c 03 Jan 2022
 week 2 w/c 10 Jan 2022
 week 3 w/c 17 Jan 2022
 week 4 w/c 24 Jan 2022

Select Day(s):

All Week (Mon - Sun)
 All Weekdays (Mon - Fri)
 All Weekend (Sat - Sun)
 Monday

Select Report Type:

List Timetable - good for multi-week and multiple selection displays

Calendar (Week View) - note there may be too much information to coherently display

Annotations:

- Select Campus if required
- Select unit(s). To choose two or more units, hold 'Ctrl' and click on required units
- Select teaching period you require
- Select specific weeks or days you require
- Choose 'List' or 'Calendar' week views depending on your preference

Class Type Explanation for List view

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HE_CAS_1_CUC106: Design and Innovation: Communicating Technology (Offered By: DIS Engineering)

CAS is the campus location (EXT is online)

The number stands for Semester

The letters and numbers at the end of the sequence represent attendance requirements. Where an activity refers to the same letter but has a number sequence (Tutorial A/01, Tutorial A/02) you are only required to attend one of these class offerings.

Where the activity changes in letter sequence (Tutorial A/01, Tutorial B/01) this implies they are separate class activities and you are required to attend the two activities as part of that unit.

Name	Day	Start	Finish	Duration	Semester Weeks	Location	Staff	Staff Email Address	Comments
HE_CAS_1_CUC106_LEC_A/01	Monday	11:00am	12:00pm	1:00	10	CAS.Red 7.1.04# - Mal Nairn	Bertei, Susi	Susi.Bertei@cdu.edu.au	
HE_CAS_1_CUC106_TUT_A/01	Tuesday	9:00am	12:00pm	3:00	10-15,17-22	CAS.Purple 12.1.15#	Bertei, Susi	Susi.Bertei@cdu.edu.au	
HE_CAS_1_CUC106_TUT_A/02	Wednesday	2:00pm	5:00pm	3:00	10-15,17-22	CAS.Purple 12.1.15#	Bertei, Susi	Susi.Bertei@cdu.edu.au	
HE_CAS_1_CUC106_TUT_A/03	Thursday	1:00pm	4:00pm	3:00	10-15,17-22	CAS.Purple 12.1.15#	Bertei, Susi	Susi.Bertei@cdu.edu.au	

Unit code. Hovering over this line will give you the unit description

Class type (LEC is Lecture and TUT is Tutorial)

These are the calendar weeks. Hover over these will give you the semester dates

These are the class locations on campus. Clicking into these locations will bring up a campus map

Lecturer and their email address so they can be contacted easily

Class Type Explanation for Calendar view

HE_CAS_1_CUC106 - Design and Innovation: Communicating Technology

Displaying Dates: 7/3/22 - 19/8/22

Calendar view shows classes with the same information as List view. Class sequence is at the top with information beneath

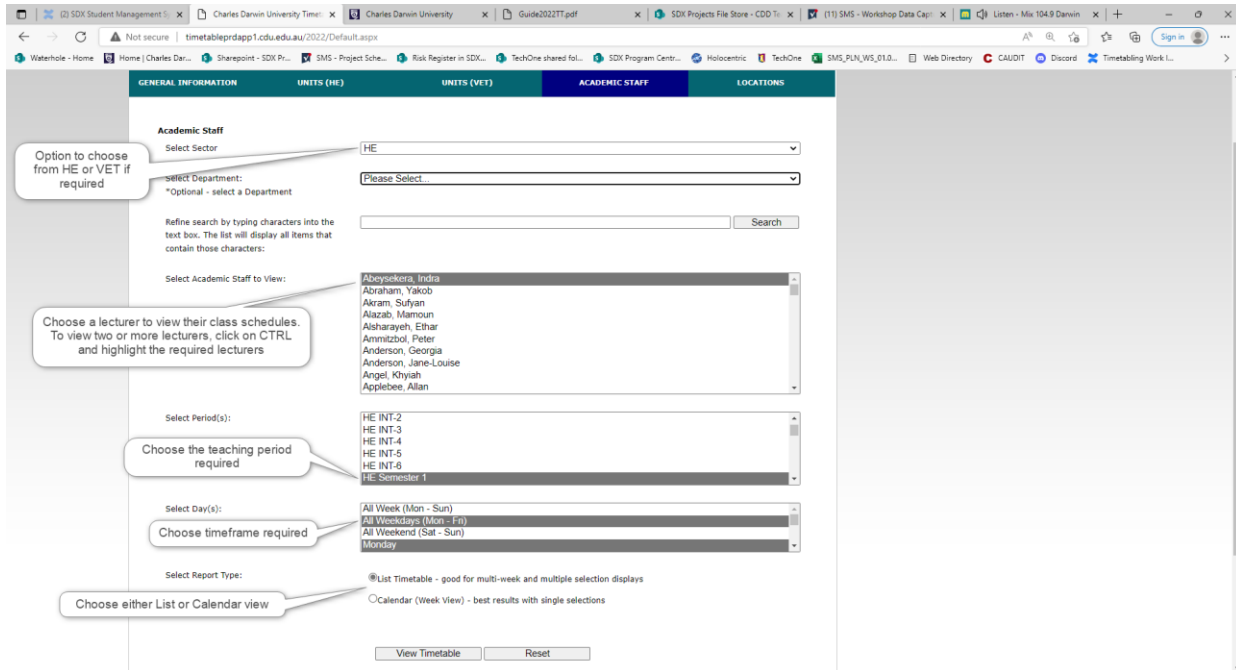
Location of class. Clicking here will link to campus map.

Lecturer details

Calendar weeks

Monday	Tuesday	Wednesday	Thursday	Friday
HE_CAS_1_CUC106_LEC_A/01 Location: CAS.Red 7.1.04# - Mal Nairn	HE_CAS_1_CUC106_TUT_A/01 Location: CAS.Purple 12.1.15# Staff: Bertei, Susi 10-15,17-22	HE_CAS_1_CUC106_TUT_A/02 Location: CAS.Purple 12.1.15# Staff: Bertei, Susi 10-15,17-22	HE_CAS_1_CUC106_TUT_A/03 Location: CAS.Purple 12.1.15# Staff: Bertei, Susi 10-15,17-22	

Academic Staff view



GENERAL INFORMATION UNITS (HE) UNITS (VET) **ACADEMIC STAFF** LOCATIONS

Academic Staff

Select Sector: HE

Select Department: Please Select

*Optional - select a Department

Refine search by typing characters into the text box. The list will display all items that contain those characters:

Select Academic Staff to View:

- Abayasinghe, Indira
- Abraham, Yakob
- Akram, Sufyan
- Alazab, Mamoun
- Alsharayeh, Eihar
- Amnizbiel, Peter
- Anderson, Georgia
- Anderson, Jane-Louise
- Angel, Khyiah
- Applebee, Allan

Select Period(s):

- HE INT-2
- HE INT-3
- HE INT-4
- HE INT-5
- HE INT-6
- HE Semester 1

Select Day(s):

- All Week (Mon - Sun)
- All Weekdays (Mon - Fri)
- All Weekend (Sat - Sun)
- Monday

Select Report Type:

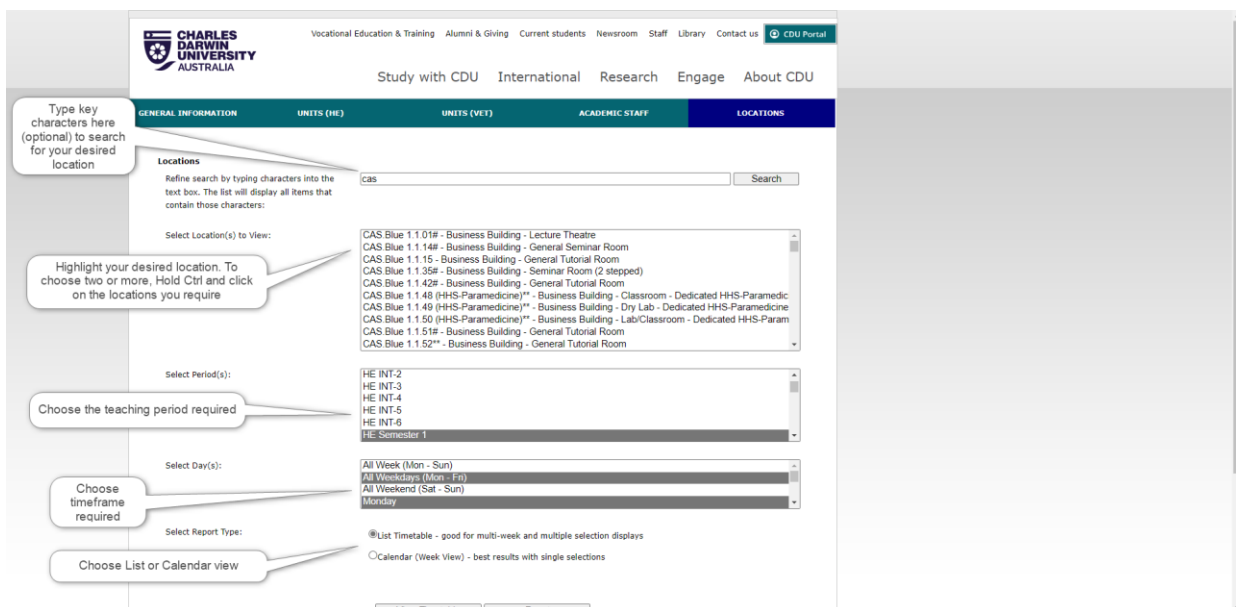
- List Timetable - good for multi-week and multiple selection displays
- Calendar (Week View) - best results with single selections

View Timetable Reset

Callouts:

- Option to choose from HE or VET if required
- Choose a lecturer to view their class schedules. To view two or more lecturers, click on CTRL and highlight the required lecturers
- Choose the teaching period required
- Choose timeframe required
- Choose either List or Calendar view

Locations view



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GENERAL INFORMATION UNITS (HE) UNITS (VET) **ACADEMIC STAFF** **LOCATIONS**

Locations

Refine search by typing characters into the text box. The list will display all items that contain those characters:

Select Location(s) to View:

- CAS Blue 1.1 01F - Business Building - Lecture Theatre
- CAS Blue 1.1 14E - Business Building - General Seminar Room
- CAS Blue 1.1 15 - Business Building - General Tutorial Room
- CAS Blue 1.1 35E - Business Building - Seminar Room (2 stepped)
- CAS Blue 1.1 42F - Business Building - General Tutorial Room
- CAS Blue 1.1 48 (HHS-Paramedicine)** - Business Building - Classroom - Dedicated HHS-Paramedic
- CAS Blue 1.1 49 (HHS-Paramedicine)** - Business Building - Dry Lab - Dedicated HHS-Paramedicine
- CAS Blue 1.1 50 (HHS-Paramedicine)** - Business Building - Lab/Classroom - Dedicated HHS-Paramedic
- CAS Blue 1.1 51F - Business Building - General Tutorial Room
- CAS Blue 1.1 52** - Business Building - General Tutorial Room

Select Period(s):

- HE INT-2
- HE INT-3
- HE INT-4
- HE INT-5
- HE INT-6
- HE Semester 1

Select Day(s):

- All Week (Mon - Sun)
- All Weekdays (Mon - Fri)
- All Weekend (Sat - Sun)
- Monday

Select Report Type:

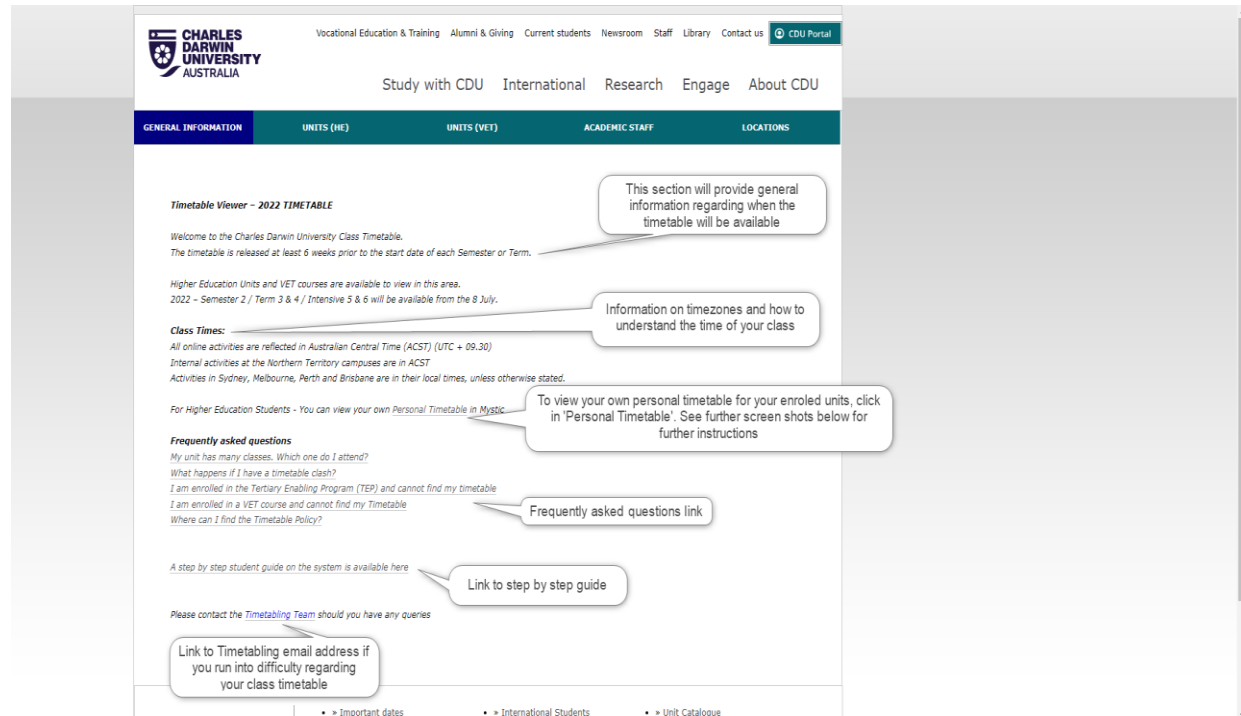
- List Timetable - good for multi-week and multiple selection displays
- Calendar (Week View) - best results with single selections

View Timetable Reset

Callouts:

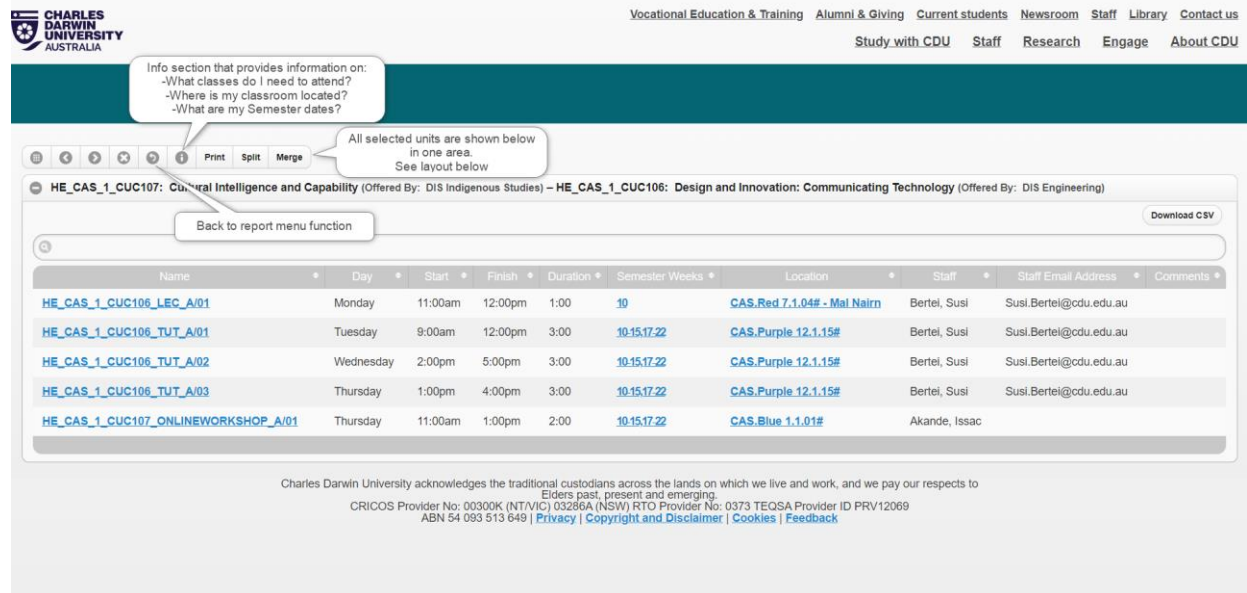
- Type key characters here (optional) to search for your desired location
- Highlight your desired location. To choose two or more, Hold Ctrl and click on the locations you require
- Choose the teaching period required
- Choose timeframe required
- Choose List or Calendar view

General Information section explained



The screenshot shows the 'Timetable Viewer - 2022 TIMETABLE' page on the Charles Darwin University website. The page includes a navigation menu with options like 'GENERAL INFORMATION', 'UNITS (HE)', 'UNITS (VET)', 'ACADEMIC STAFF', and 'LOCATIONS'. The main content area contains several sections: a welcome message, information about the timetable release schedule, a 'Class Times' section with details on ACST and local times, a 'Frequently asked questions' section with links to specific queries, and a 'Link to step by step guide' section. Callout boxes are placed over the page to explain these sections: 'This section will provide general information regarding when the timetable will be available' points to the welcome message; 'Information on timezones and how to understand the time of your class' points to the 'Class Times' section; 'To view your own personal timetable for your enrolled units, click in "Personal Timetable". See further screen shots below for further instructions' points to the 'Personal Timetable' link; 'Frequently asked questions link' points to the 'Frequently asked questions' section; and 'Link to step by step guide' points to the 'Link to step by step guide' section. At the bottom of the page, there are links for 'Important dates', 'International Students', and 'Unit Catalogue'.

What do the Icons at the top of the List and Calendar View mean?



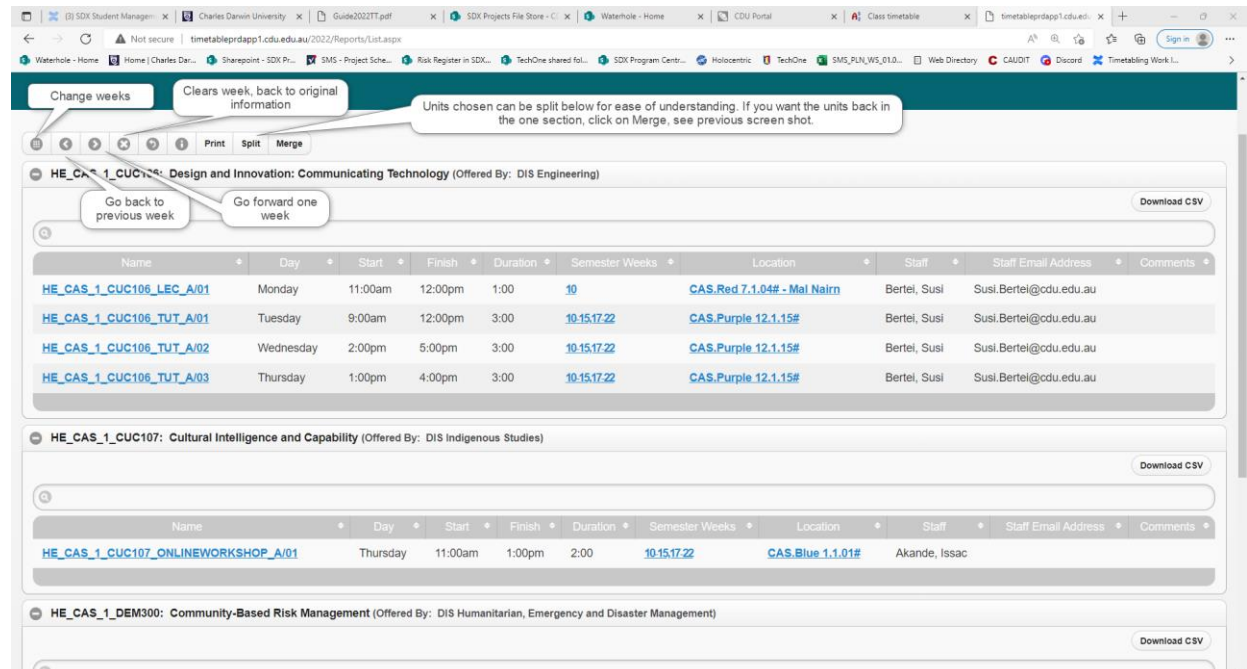
Info section that provides information on:
 -What classes do I need to attend?
 -Where is my classroom located?
 -What are my Semester dates?

All selected units are shown below in one area. See layout below

Back to report menu function

Name	Day	Start	Finish	Duration	Semester Weeks	Location	Staff	Staff Email Address	Comments
HE_CAS_1_CUC106_LEC_A/01	Monday	11:00am	12:00pm	1:00	10	CAS.Red 7.1.04# - Mal Nairn	Bertei, Susi	Susi.Bertei@cdu.edu.au	
HE_CAS_1_CUC106_TUT_A/01	Tuesday	9:00am	12:00pm	3:00	10.15.17.22	CAS.Purple 12.1.15#	Bertei, Susi	Susi.Bertei@cdu.edu.au	
HE_CAS_1_CUC106_TUT_A/02	Wednesday	2:00pm	5:00pm	3:00	10.15.17.22	CAS.Purple 12.1.15#	Bertei, Susi	Susi.Bertei@cdu.edu.au	
HE_CAS_1_CUC106_TUT_A/03	Thursday	1:00pm	4:00pm	3:00	10.15.17.22	CAS.Purple 12.1.15#	Bertei, Susi	Susi.Bertei@cdu.edu.au	
HE_CAS_1_CUC107_ONLINeworkSHOP_A/01	Thursday	11:00am	1:00pm	2:00	10.15.17.22	CAS.Blue 1.1.01#	Akande, Issac		

Charles Darwin University acknowledges the traditional custodians across the lands on which we live and work, and we pay our respects to Elders past, present and emerging.
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Change weeks
 Clears week, back to original information

Units chosen can be split below for ease of understanding. If you want the units back in the one section, click on Merge, see previous screen shot.

Go back to previous week

Go forward one week

Name	Day	Start	Finish	Duration	Semester Weeks	Location	Staff	Staff Email Address	Comments
HE_CAS_1_CUC106_LEC_A/01	Monday	11:00am	12:00pm	1:00	10	CAS.Red 7.1.04# - Mal Nairn	Bertei, Susi	Susi.Bertei@cdu.edu.au	
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Name	Day	Start	Finish	Duration	Semester Weeks	Location	Staff	Staff Email Address	Comments
HE_CAS_1_CUC107_ONLINeworkSHOP_A/01	Thursday	11:00am	1:00pm	2:00	10.15.17.22	CAS.Blue 1.1.01#	Akande, Issac		

Name	Day	Start	Finish	Duration	Semester Weeks	Location	Staff	Staff Email Address	Comments
HE_CAS_1_DEM300									