

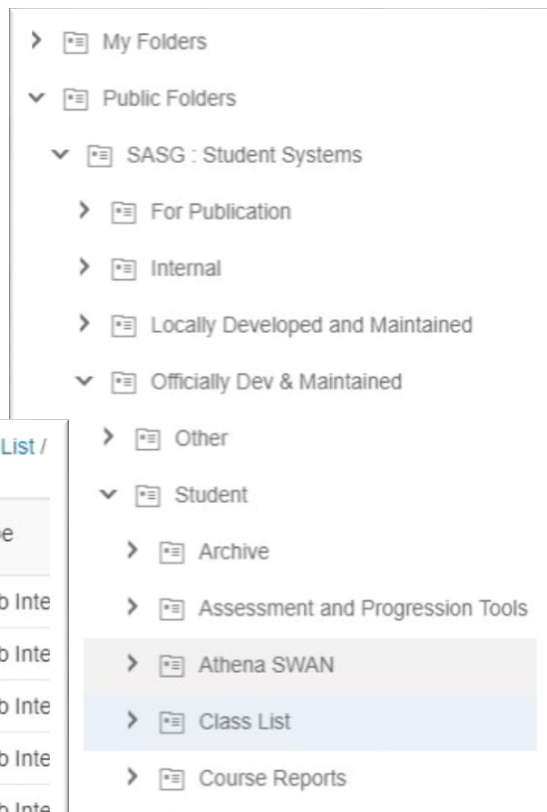
WORKING WITH STUDENT TIMETABLE BY UUN AS A LIST REPORT (MODERN VIEW)

A report that returns a list of activities associated with a student (student timetable) is available to run via the BI Suite (SAP BusinessObjects).

The report shows a list of all activities the student is allocated to, i.e. the timetable that is available to the student via their personalised timetable calendar and Office 365. Please note that only allocated activities will be shown, e.g. if your course has a group activity where you do not use Timetabling services to conduct allocation, the activity is not going to show up on the report.

How to access Student Timetable by UUN as a List

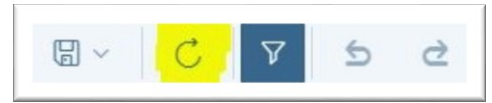
The report can be accessed via **BI Suite**, through the following pathway: Folders >> Public Folders >> SASG: Student Systems >> Officially Dev & Maintained >> Student >> Class List



Public Folders / SASG : Student Systems / Officially Dev & Maintained / Student / Class List /

<input type="checkbox"/>	Title	Type
<input type="checkbox"/>	[EdMed] Attendance Sheet (by Course Code & Activity)	Web Inte
<input type="checkbox"/>	[EdMed] Attendance Sheet (by Course Code & Activity)_v1	Web Inte
<input type="checkbox"/>	Attendance Sheet (by Activity)	Web Inte
<input type="checkbox"/>	Attendance Sheet (by Activity) - With Week Filter	Web Inte
<input type="checkbox"/>	Attendance Sheet (by Course Code)	Web Inte
<input type="checkbox"/>	Attendance Sheet_as a List (by Course Code & Activity)	Web Inte
<input type="checkbox"/>	Class List -Double Allocation	Web Inte
<input type="checkbox"/>	Class List by Teaching Pattern	Informati
<input type="checkbox"/>	Class List By Week	Informati
<input type="checkbox"/>	SCH: Students Double Booked with 2nd activity	Web Inte
<input type="checkbox"/>	SCH: Travel Constraint	Web Inte
<input type="checkbox"/>	Student Timetable_by UUN_as a List	Web Inte

Refresh the report to open the most up to date version. The Refresh button can be found in the left side of the screen, in the top tools ribbon.



After you hit refresh, you will be invited to **fill in the required prompt**: Enter value(s) for UUN.

A screenshot of a 'Prompts' dialog box. At the top, it says 'Prompts' with a dropdown arrow and a save icon. Below that is a search bar with the word 'Search' and a magnifying glass icon. The main area contains a required prompt: '* Enter value(s) for UUN' with a right-pointing arrow.

You can manually **enter** the student's UUN, **select** from a list or use the **search** function.

A screenshot of a dialog box titled '* Enter value(s) for UUN'. It features a search bar at the top with a refresh icon and a settings gear icon. Below the search bar, the text 's16' is entered. To the right of the search bar are a close icon (an 'x' in a circle) and a search icon. Below the search bar is a list of three student UUNs, each with an unchecked checkbox: 's1602282', 's1602322', and 's1602326'.

Click **OK**, followed by **Run** to run the report based on your selection.

The report will return the activities on the selected student's timetable, with the course name, course code, activity name, activity type, day, start time, end time, week, and location.

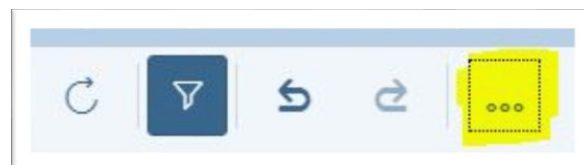
Student Timetable List View

[REDACTED] (s1 [REDACTED])

School of Law

Course Name	Course Code	Activity Name	Activity Type	Day Name	Start Time	End Time	Week label	Location Name	Zone Name
Business Entities	LAWS08134_SV1_SEM1	Business Entities Ord LAWS08	Lecture	Friday	14:10	15:00	Sem1 wk1-Sem1 wk11	Lecture Theatre G.03	50 George Square
Business Entities	LAWS08134_SV1_SEM1	Business Entities Ord LAWS08	Lecture	Thursday	14:10	15:00	Sem1 wk1-Sem1 wk11	Lecture Theatre 4	Appleton Tower
Business Entities	LAWS08134_VV1_SEM1	Business Entities Ord LAWS08	Lecture	Friday	14:10	15:00	Sem1 wk1-Sem1 wk11	Lecture Theatre G.03	50 George Square
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You can either work with the report in the BI Suite environment, or download it in a different format, e.g. **Excel**. Click the three dots in the top ribbon and choose Export >> Export to Excel.



You can use the filtering and/or search options in Excel, or other functionalities to facilitate your interaction with the report.

If you have any further questions on the contents of this report or how to use it, please get in touch with timetabling@ed.ac.uk