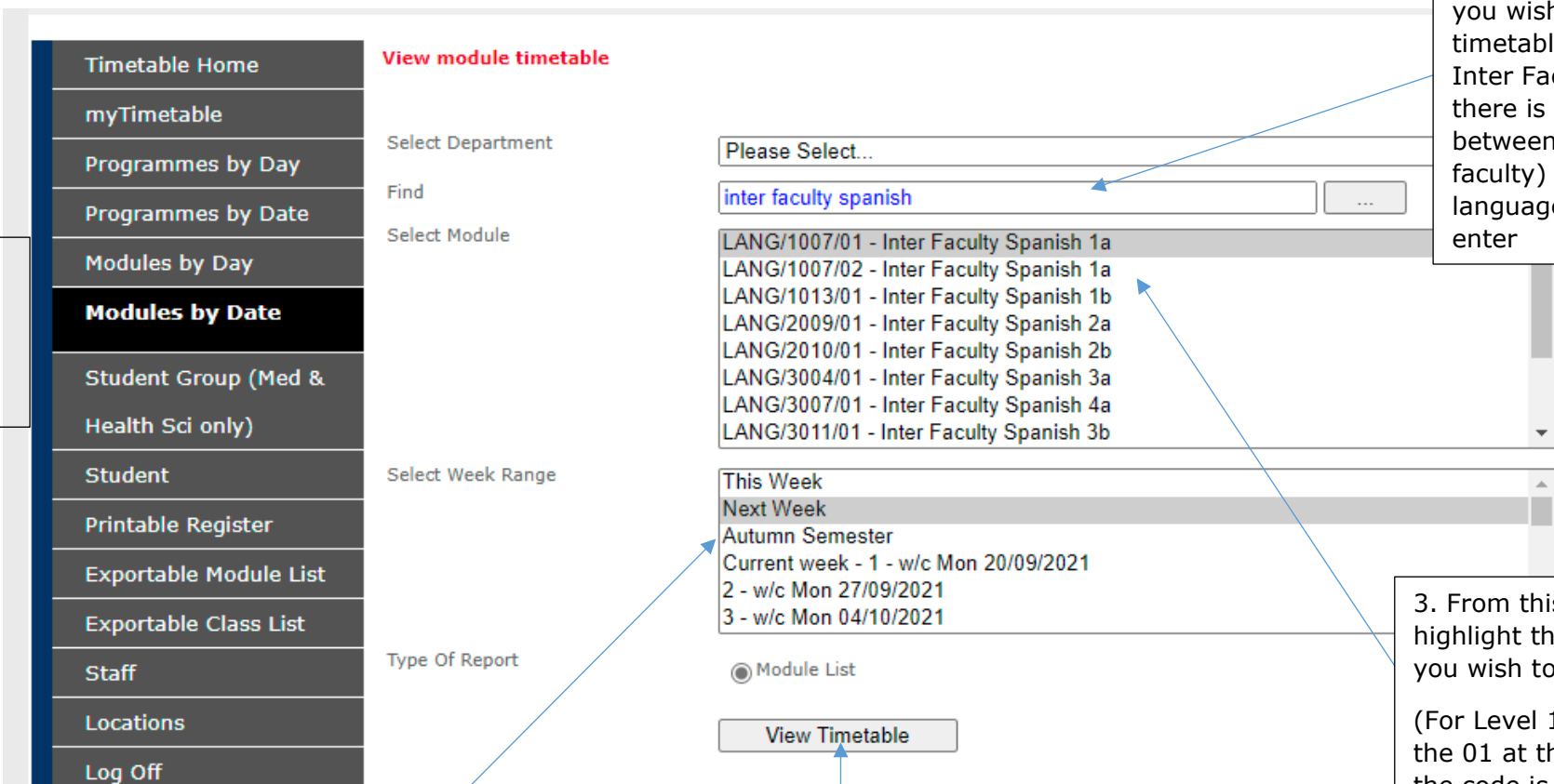


## The Language Centre

### How to check the timetable for language classes

Log into the timetabling system: <https://timetabling.nottingham.ac.uk/2324/>



The screenshot shows the timetabling system interface. On the left is a navigation menu with the following items: Timetable Home, myTimetable, Programmes by Day, Programmes by Date, Modules by Day, **Modules by Date** (highlighted), Student Group (Med & Health Sci only), Student, Printable Register, Exportable Module List, Exportable Class List, Staff, Locations, and Log Off. The main content area is titled "View module timetable" and contains the following sections:

- Select Department:** A dropdown menu with "Please Select..." selected.
- Find:** A text input field containing "inter faculty spanish".
- Select Module:** A list of modules including:
  - LANG/1007/01 - Inter Faculty Spanish 1a
  - LANG/1007/02 - Inter Faculty Spanish 1a
  - LANG/1013/01 - Inter Faculty Spanish 1b
  - LANG/2009/01 - Inter Faculty Spanish 2a
  - LANG/2010/01 - Inter Faculty Spanish 2b
  - LANG/3004/01 - Inter Faculty Spanish 3a
  - LANG/3007/01 - Inter Faculty Spanish 4a
  - LANG/3011/01 - Inter Faculty Spanish 3b
- Select Week Range:** A list of options including "This Week", "Next Week", "Autumn Semester", "Current week - 1 - w/c Mon 20/09/2021", "2 - w/c Mon 27/09/2021", and "3 - w/c Mon 04/10/2021".
- Type Of Report:** A radio button labeled "Module List" is selected.
- View Timetable:** A button at the bottom of the main content area.

Numbered callouts provide the following instructions:

- Click Modules by Date from the menu on the left hand side of the page.
- Type the language you wish to check the timetable for, putting Inter Faculty (ensuring there is a space between inter and faculty) before the language and press enter
- From this list, highlight the module you wish to check (For Level 1 modules the 01 at the end of the code is the autumn version)
- Highlight the semester the module is running in
- Click View Timetable

You will then see all the classes in the groups for the module (the group number is listed in the Group information column):

Activity	Module Code	Module Title	Session Title	Type	Weeks	Day	Start	End	Staff	Location	Group Information	Notes
LANG/1007/01/P/01/04	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Mon	16:00	17:00	Rodriguez J Mr		Group 5	
LANG/1007/01/P/01/03	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Tue	11:00	12:00	Cedillo N Ms		Group 4	
LANG/1007/01/P/01/02	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Tue	12:00	13:00	Cedillo N Ms		Group 2	
LANG/1007/01/P/01/01	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Tue	14:00	15:00	Cedillo N Ms		Group 1	
LANG/1007/01/S/01/05	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Seminar	3-13	Tue	16:00	17:00	Denney M Ms	<a href="#">UP-TRNT-LG13</a>	Group 6	
LANG/1007/01/P/02/01	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Wed	11:00	12:00	Cedillo N Ms		Group 1	
LANG/1007/01/P/02/03	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Wed	12:00	13:00	Cedillo N Ms		Group 4	
LANG/1007/01/P/02/04	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Wed	15:00	16:00	Rodriguez J Mr		Group 5	
LANG/1007/01/P/02/05	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Wed	16:00	17:00	Denney M Ms		Group 6	
LANG/1007/01/P/01/05	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Thu	10:00	11:00	Denney M Ms		Group 6	
LANG/1007/01/P/02/02	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Online Practical	3-13	Thu	14:00	15:00	Cedillo N Ms		Group 2	
LANG/1007/01/S/01/04	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Seminar	3-13	Thu	16:00	17:00	Rodriguez J Mr	<a href="#">UP-TRNT-C72</a>	Group 5	
LANG/1007/01/S/01/03	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Seminar	3-13	Fri	09:00	10:00	Cedillo N Ms	<a href="#">UP-TRNT-C7</a>	Group 4	
LANG/1007/01/S/01/02	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Seminar	3-13	Fri	15:00	16:00	Cedillo N Ms	<a href="#">UP-TRNT-C72</a>	Group 2	
LANG/1007/01/S/01/01	LANG/1007/01	Inter Faculty Spanish 1a	Inter Faculty Spanish 1a	Seminar	3-13	Fri	16:00	17:00	Cedillo N Ms	<a href="#">UP-TRNT-C55</a>	Group 1	

Week 4 - w/c Mon 11/10/2021

You will find that there are three classes listed for each group. You only need to attend two of the classes but must be available for all shown.

The classes listed with a room location are taught in person in the room shown.