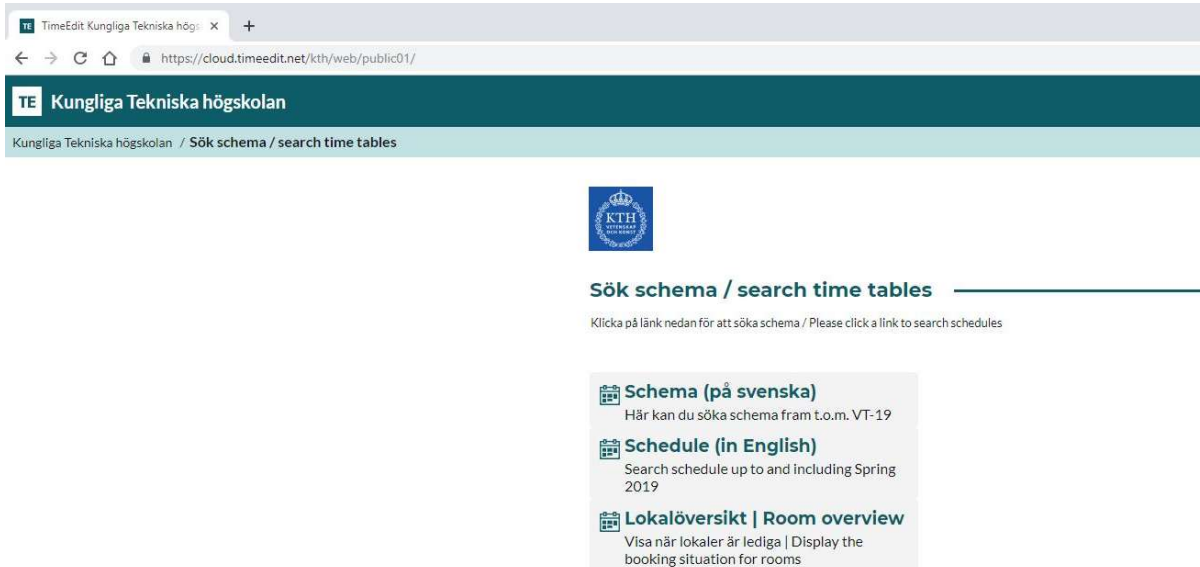


Search for classes and schedules with TimeEdit Web

You can find the link to search TimeEdit on the intranet side of the Scheduling website.

<https://intra.kth.se/utbildning/tentamen-och-schema/sok-schema-1.279132>

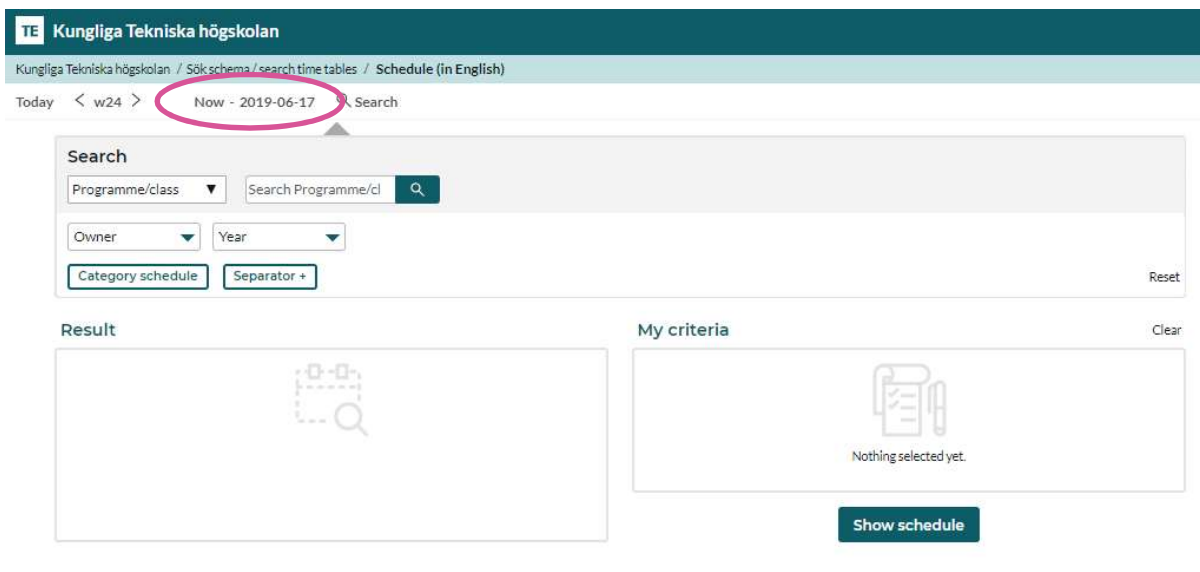
1. Select your language to do your schedule search, or select local overview to see when a room is available.



The screenshot shows the TimeEdit web interface for Kungliga Tekniska högskolan. The page title is "Sök schema / search time tables". Below the header, there is a KTH logo and a navigation bar. The main content area features three search options:

- Schema (på svenska)**: Här kan du söka schema fram t.o.m. VT-19
- Schedule (in English)**: Search schedule up to and including Spring 2019
- Lokalöversikt | Room overview**: Visa när lokaler är lediga | Display the booking situation for rooms

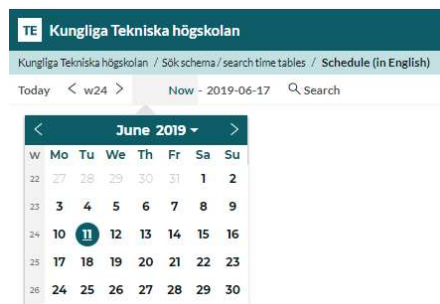
2. Begin with setting a date interval.



The screenshot shows the TimeEdit web interface with the search criteria section. The date interval "Now - 2019-06-17" is highlighted with a red circle. The search criteria section includes:

- Search**: Programme/class dropdown, Search Programme/cl input field, Owner dropdown, Year dropdown, Category schedule button, Separator + button, and Reset button.
- Result**: A large empty box with a magnifying glass icon.
- My criteria**: A box with a magnifying glass icon and the text "Nothing selected yet." and a Show schedule button.

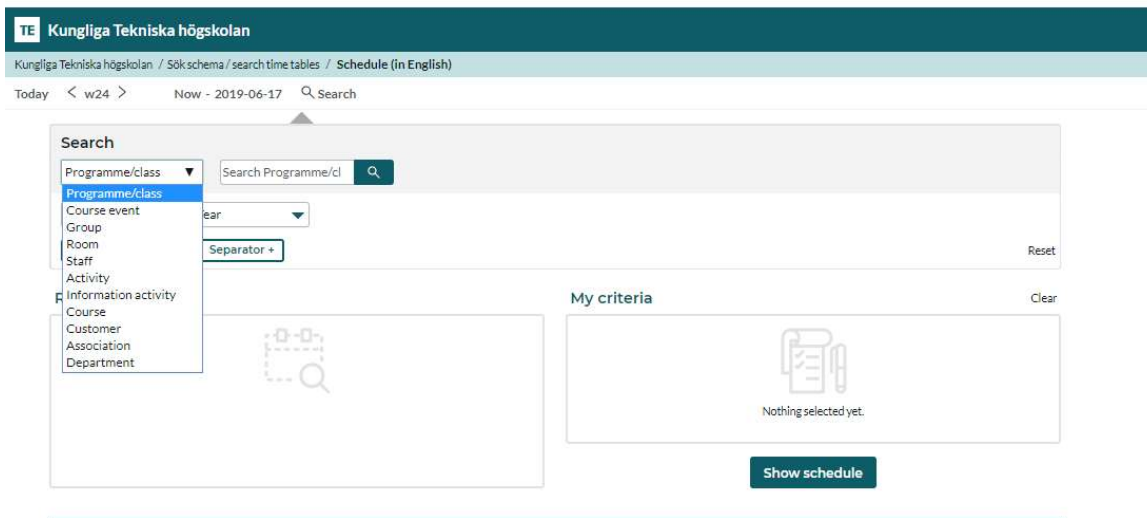
3. Click on the start and end dates you are searching between.



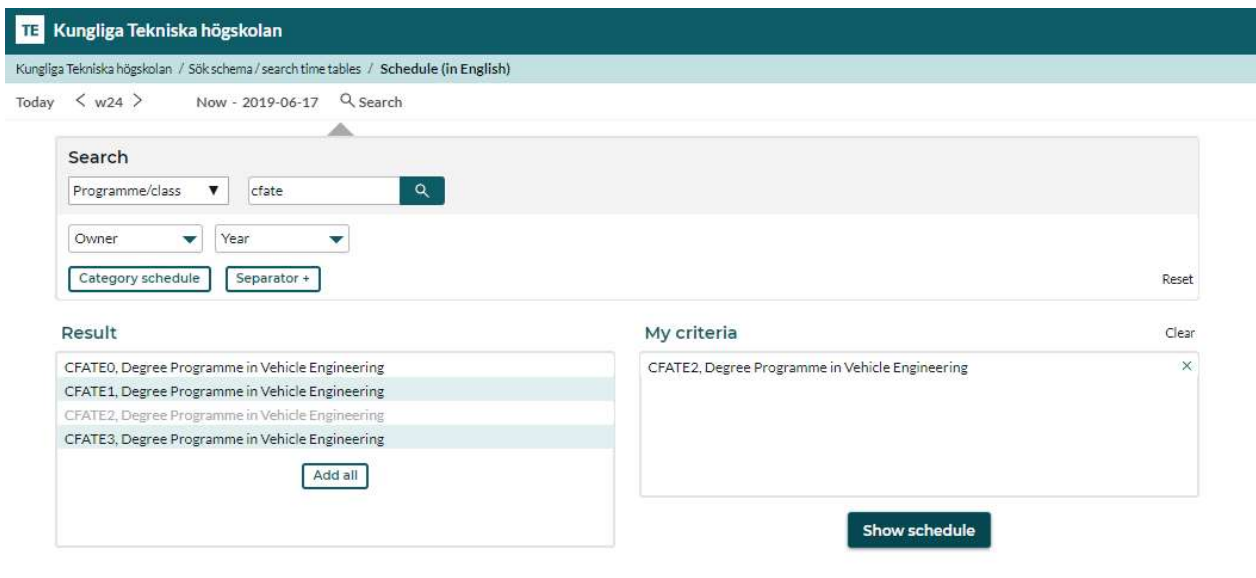
The screenshot shows the TimeEdit web interface with a calendar for June 2019. The date interval "Now - 2019-06-17" is highlighted with a red circle. The calendar shows the following dates:

	Mo	Tu	We	Th	Fr	Sa	Su
22	27	28	29	30	31	1	2
23	3	4	5	6	7	8	9
24	10	11	12	13	14	15	16
25	17	18	19	20	21	22	23
26	24	25	26	27	28	29	30

- Chose what you wish to search for – a specific course event, a program, a person, etc.

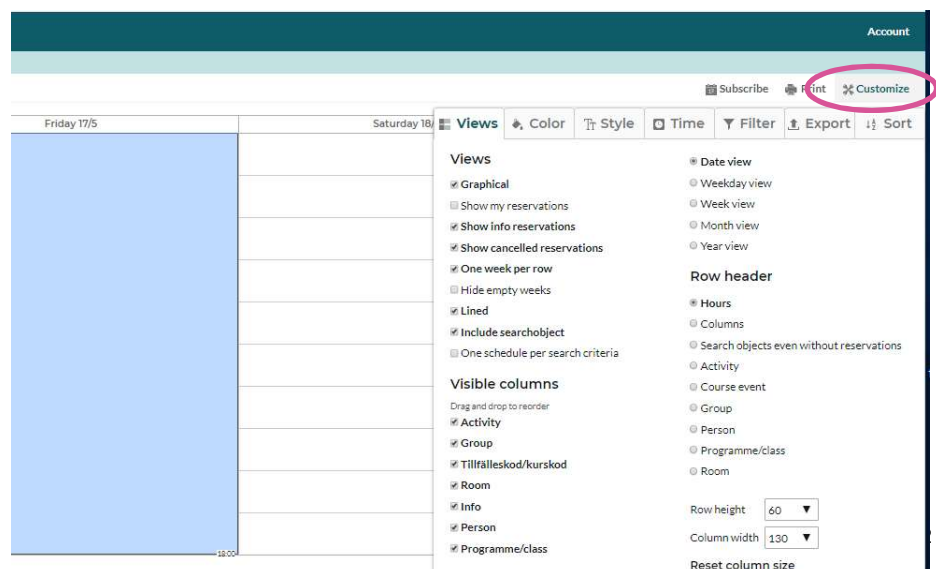


- Write in your search word in the "Search" field. Click on the magnifying glass button and your search results will appear in the Result field. Chose the result you wish and it will appear in the "My Criteria" field. Chose the "Show schedule" button to display the schedule you are searching for.



Customizing your view and other functionalities

Customize: You can chose how your schedule is displayed under the link "Customize". If you are looking at the schedule for a whole program, it can be helpful to use different colors to display the different courses. If you are looking at the schedule for a course, it can be helpful to show different types of activities in different colors, i.e labs and lectures.



Separator – The Separator works as an “and/or” function between your search criteria, and is displayed by a “+” in the My criteria field. In this example, the schedule will show all the bookings for this program and/or the additional course. Without the separator, if you chose two items the result will contain only instances that contain BOTH search criteria.

The screenshot shows the search interface for Kungliga Tekniska högskolan. The search criteria are: Course event: dd1318, Department code: e. The search results are: DD1318-1 (VT19), Programming and Scientific Computing, CMETE1 TIDAB2. The 'My criteria' section shows: CFATE2, Degree Programme in Vehicle Engineering, and DD1318-1 (VT19), Programming and Scientific Computing, CMETE1 TIDAB2. A '+' sign is visible in the 'My criteria' section, indicating the separator function.

Category Schedule. Use this to display a wider range of information, i.e., all of the exams in a program, all of the lab or practice rooms in a building, all of the courses in a program. Some Search items have ways to limit the information to a manageable definition, others do not.

The screenshot shows the search interface for Kungliga Tekniska högskolan with annotations. The search criteria are: Room: Search Room, Campus, Building name, Room type. The search results are empty. The 'My criteria' section is empty. A '+' sign is visible in the 'My criteria' section. Annotations include: 1. Use this row to specify the category. This will change based on the search object. (pointing to the 'Room type' dropdown) and 2. Click here to display the category search in My criteria (pointing to the 'Category schedule' button).