This page provides guidance on common tasks in the student interface in the Timetable application. Clicking on any of the hyperlinks will open the online help guide allowing you to view further guidance details.

The guide is divided into questions. Use **Ctrl+Click** to navigate to the advice you need:

How do I view Timetable data?

Use your Internet browser to navigate to http://www.timetable.cam.ac.uk/

You can see the publically available Timetable information without logging in. Select the course and part you want to view by choosing them from the drop down list.

Please note that Timetables for each year are released in late September.

What browser can I use?

The system supports the following versions of Internet Explorer, Firefox, Chrome and Safari:

	Windows			MAC		
Please note that Front Motion Firefox is not supported.	**Internet Explorer**	**Firefox**	**Chrome**	**Firefox**	**Chrome**	**Safari**
	V9+	V36+	V41+	V36+	V41+	7+

How do I create a personalised calendar?

Use your Internet browser to navigate to http://www.timetable.cam.ac.uk/.

You will be directed to the home page. Log-in with Raven (for more information about Raven, see http://www.ucs.cam.ac.uk/raven/intro). Select the course and part you want to view by selecting them from the drop down list. Modules and series will be displayed on the left of the screen. You can expand and collapse modules. Select the series or event you want to add to your personalised calendar and click on the plus symbol next to it. Events in the series will be added to your personal calendar.

You can find more details in the 'Getting Started' guide on the Lecture List product page at: https://www.uis.cam.ac.uk/services/teaching-learning-services/lecture-list-website

The course I am studying hasn't published yet. What do I do?

The majority of departments using the application will have published timetables by late September. However, if, when you select your part from the drop down list, you receive a message stating that it is not yet published, then you should try again later. Alternatively, you can contact your department to enquire when the information will be available. All departments using the application will have finished publishing their courses by the start of the Michaelmas Term each year.

How do I export my timetable in www.timetable.cam.ac.uk to my own calendar?

You can export your personal calendar created in www.timetable.cam.ac.uk to another calendar application that you might already be using (e.g. Google calendar, Outlook etc.). In order to do that, simply subscribe to the feed you can find when clicking 'Subscribe to calendar' in the top right-hand corner of the screen. Your calendar will then be kept up to date with changes to the events including any new events you add. The time it takes for your calendar to reflect the changes will depend on

your calendar settings and which calendar you are using. If you are an international student, please remember to check the time zone settings of your home device (see below) so that your events will display correctly.

You can also copy the feed that is shown on the screen. The screen also includes examples of how to export to the most common calendars. An example of exporting to Google Calendar is also shown below:

1. Log into your Google Calendar.
2. Click the arrow button next to 'Other calendars' and select 'Add by URL'.
3. Copy and paste the link you find in 'Export to calendar' into the 'URL' box.
4. Click 'Add Calendar'.
5. Your personal timetable is now displayed in your Google Calendar and will be kept up to date whenever changes are made to it by administrators, or if you add new events in www.timetable.cam.ac.uk

Why are my events shown at different times in Timetable and my own calendar?

You'll need to check the time zone of your own calendar application (e.g. Google calendar, Outlook etc.). If you live outside the UK, you may well have your Google or other calendar set to the time zone in which you normally live. This means all the events will show up as being at the wrong time. You can reset your calendar's time zone to match the time zone Cambridge is in to ensure that the events display correctly.

Why aren't changes to my Timetable showing up in my (Google) calendar?

Depending on which electronic calendar client you're using, and on its settings, it can take up to 8 hours for changes you make to your personal timetable to show up in your own calendar. For example, Google Calendar only updates every 4-6 hours.

If you have reset your calendar feed using the 'reset feed' link, your calendar won't receive updates, because it can no longer communicate with the Timetable system. You will need to add your new feed to your calendar client in order to see changes.

Will I be able to view my timetable in Moodle?

Yes, although Timetable remains the best place to create your personal calendar. Once you have added events to your timetable, click the "Subscribe to Calendar" button, and copy the calendar feed shown in the box. This feed can then be given to Moodle to populate your calendar with events from your timetable.

To do this, login to Moodle and go to your calendar. Click the "Manage subscriptions" button, enter a name for your calendar, and then paste the calendar feed into the "Calendar URL" box. Click 'add' at the bottom and the events will be viewable in your Moodle calendar; updates will be generated according to the schedule you select.

Can I print my calendar, or get a list of events?

The calendar view by week is the default display but you can change this to generate a list of events using the 'My Agenda' button at the top left of the calendar. Alternatively, you can view your calendar by day, week or month by clicking on the 'Week view' button on the top right and selecting the display you want.

You can print either the current calendar view or your agenda list by using the 'Print' button on the top right, next to 'Subscribe to calendar'.