



# MyCampus – Timetable Clash

1. Go to the My Choices – Add Classes to My Choices screen

Within My Choices, potential timetable conflicts are highlighted with a [X]

In this example we will select Maths 1R and click check suitability to confirm details of any timetable clash

The screenshot shows the 'My Choices' interface for Helen Dockery (2089391) in the Academic Year 2013-14. The 'Add Classes to My Choices' section is active. A table lists the selected class 'MATHS 1001 Maths 1R' with its components: Lecture LC01 (20.00 units), Laboratory LB03, and Tutorial TU01. The status column shows a red 'X' for the lecture, indicating a time conflict, and a green circle for the lab and tutorial. A legend at the top of the table defines the symbols: a red 'X' for 'Time Conflict', a green circle for 'Open', a blue square for 'Closed', and a yellow triangle for 'Wait List'. Below the table are buttons for 'delete', 'check suitability', and 'enroll'. The bottom of the screen shows the Windows taskbar with the date 26/06/2014 and time 14:20.

Select	Class	Course Title	Class	Units	Status
<input type="checkbox"/>	MATHS 1001	Maths 1R	Lecture LC01	20.00	X
			Laboratory LB03		●
			Tutorial TU01		■

2. A time conflict message is displayed which provides details of the timetable clash between Maths 1R and Public Policy 1A

Click My Choices to access My Timetable and select a class at a more suitable time.

Note: It is recommended optional courses are amended prior to compulsory courses.

The screenshot shows the University of Glasgow Student Center interface. The user is Helen Dockery (2089391). The page is titled "My Choices" and "Add Classes to My Choices". A message indicates a time conflict between PUBPOL 1010 Lecture LC01 and MATHS 1001 Lecture LC01. The message text is: "There is a time conflict between PUBPOL 1010 Lecture LC01 and MATHS 1001 Lecture LC01. Use My Timetable to check the meeting times and select a class at a more suitable time using Enrollment. Please delete the class you are changing from My Choices before selecting another class." The status of this message is "Potential Problem" (indicated by a red X).

Description	Message	Status
MATHS 1001	There is a time conflict between PUBPOL 1010 Lecture LC01 and MATHS 1001 Lecture LC01. Use My Timetable to check the meeting times and select a class at a more suitable time using Enrollment. Please delete the class you are changing from My Choices before selecting another class.	✗

At the bottom of the page, there is a taskbar with various application icons and a system tray showing the time as 14:21 on 26/06/2014.

### 3. Click My Timetable

My Timetable is opened in another window

Note: Some Pop Up blockers may prevent My Timetable from opening

Student Center x

psmigapp.mis.gla.ac.uk:25200/psp/CSUNIT/EMPLOYEE/HRMS/c/SA\_LEARNER\_SERVICES.SSS\_STUDENT\_CENTER.GBL?FolderPath=PORTAL\_ROOT\_OBJECT.CO

University of Glasgow Sign out

Helen Dockery (2089391) go to ...

Enrollment My Classes My Academic Record My Absence My Results

add by requirements add by search my choices drop courses switch class section enroll for results

#### My Choices

##### Add Classes to My Choices

Use My Choices to temporarily save classes until it is time to enroll for this term. Click "check suitability" button to have the system check for possible conflicts prior to enrolling.

my timetable

Academic Year 2013-14 | Undergraduate | University of Glasgow

Time Conflict Open Closed Wait List

Select	Class	Course Title	Class	Units	Status
<input type="checkbox"/>	MATHS 1001	Maths 1R	Lecture LCO1	20.00	Open
			Laboratory LB03		Time Conflict
			Tutorial TU01		Time Conflict

for selected: delete check suitability enroll

Enrollment My Classes My Academic Record My Absence My Results

Add By Requirements Add By Search My Choices Drop Courses Switch Class Section Enroll For Results

go to ...

javascript:submitAction\_win0(document.win0,'DERIVED\_REGFRML\_SSS\_SCHED\_PLANNER');

14:24 26/06/2014

4. My Timetable displays a message to highlight a timetable clash

Close My Timetable

The screenshot shows the 'My Timetable' page on the University of Glasgow website. At the top, a red message box states: 'At least one of the classes in My Choices contains a time conflict with another class in My Choices or a class in which you are already enrolled. As a result the timetable will display the earliest occurrence of such a time conflict and this may not be the date you chose to view.' Below this, there are filters for 'Classes in which you are enrolled' (green) and 'Classes in My Choices (NOT ENROLLED)' (blue). The current week is 'Week of 23/9/2013 - 29/9/2013'. The interface shows a weekly grid with columns for Monday (23 Sep 2013) through Friday (27 Sep 2013) and rows for time slots from 08:00 to 14:00. A clash is highlighted in the 10:00-11:00 slot on Monday, Tuesday, Wednesday, Thursday, and Friday, involving 'MATHS 1001 - LC01 Maths 1R Lecture Mathematics 516'. A green class is shown on Tuesday at 13:00-14:00: 'PUBPOL 1010 - TU02 Public Policy 1A: Foundatio... Tutorial Adam Smith Building 711'. The Windows taskbar at the bottom shows the date as 26/06/2014 and the time as 14:25.

Time	Monday 23 Sep 2013	Tuesday 24 Sep 2013	Wednesday 25 Sep 2013	Thursday 26 Sep 2013	Friday 27 Sep 2013
08:00					
09:00					
10:00	10:00 to 11:00 NOT ENROLLED MATHS 1001 - LC01 Maths 1R Lecture Mathematics 516	10:00 to 11:00 PUBPOL 1010 - LC01 Public Policy 1A: Foundatio... Lecture Adam Smith	10:00 to 11:00 NOT ENROLLED MATHS 1001 - LC01 Public Policy 1A: Foundatio... Lecture Adam Smith	10:00 to 11:00 NOT ENROLLED MATHS 1001 - LC01 Public Policy 1A: Foundatio... Lecture Adam Smith	10:00 to 11:00 NOT ENROLLED MATHS 1001 - LC01 Maths 1R Lecture Mathematics 515
11:00					
12:00					
13:00		13:00 to 14:00 PUBPOL 1010 - TU02 Public Policy 1A: Foundatio... Tutorial Adam Smith Building 711			
14:00					