Accessing your Timetable online via TermTime

You will be able to access your timetable online once you have enrolled online and set up your IT account. If you have not done this, please follow these instructions to set it up first.

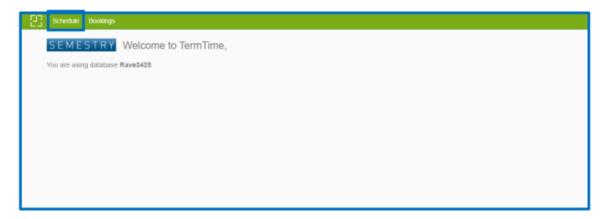
Step 1:

TermTime link: https://ttportalrave.com/Rave/ADlogin.html

If you are asked to enter any information such as username/database, please email timetabling@rave.ac.uk as there may be an issue with your account.

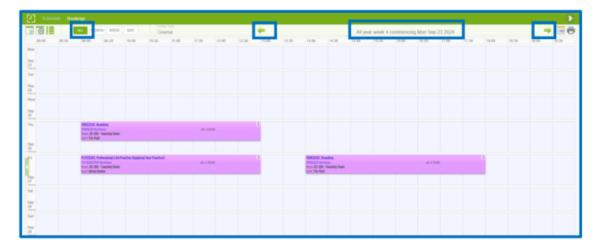
Step 2:

Once you reach our Landing Page, please click on Schedule



Step 3:

Your scheduled sessions will appear as shown in the image below, this page **will default to the current week** so if you are viewing this before the start of the Semester ensure you use the Green Arrows to navigate to the correct week.



If your screen is still blank also ensure you are viewing your timetable in the **ALL** mode, not MONTH/WEEK/DAY, as shown in the above image.

Days will run along the left-hand side and times will be displayed along the top of the grid.

Any issues? If you are experiencing any issues regarding accessing or viewing your timetable, please contact: timetabling@rave.ac.uk

Understanding the information shown:

The information displayed in the slots for each activity are as follows:

The name of the module being taught



The type of session e.g. lecture or workshop etc.

```
MGR22201. Branding
MGR22201 Workshop
Room: R3-209 - Teaching Room
Staff: Tim Platt
```

The teaching week(s) this activity runs in

```
MGR22201, Branding
MGR22201 Workshop
Room: R3-209 - Teaching Room
Staff: Tim Platt
```

The room(s) the activity will take place in

```
MGR22201, Branding

MGR22201 Washahep

Room: R3-209 - Teaching Room

Staff: Tim Platt
```

The name of staff member teaching

```
MGR22201, Branding
MGR22201 Workshop
Room: R3-209 - Teaching Room
Staff: Tim Platt
```