



L-Università
ta' Malta

Students and academic staff are able to access their personal academic timetable through the UM's timetabling platform, using their UM credentials. The platform is available from eSIMS (by clicking on the My timetable link) and the UM app (by tapping on the My timetable tile). It can also be accessed directly by following this link:

<https://timetables.um.edu.mt>

A personal academic timetable is made up of study-unit activities to which the user is attached.

Users are also able to search for timetables in terms of a specific study-unit/group of units, Programmes of Study, and in some cases Location.

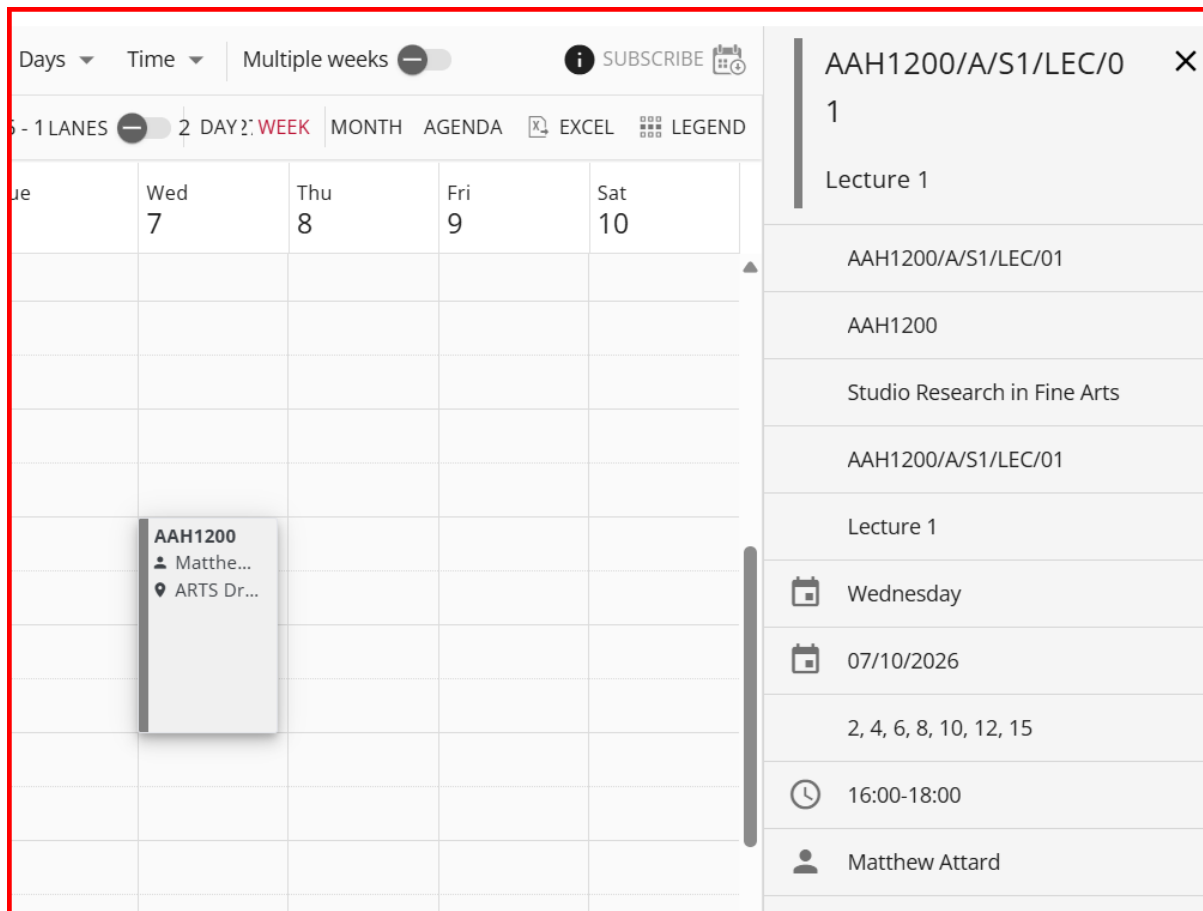
Default View

On logging in, one will find the default My Timetable view, defaulted to the current week (or day, in the case of mobile phones). My Timetable displays a user's personal academic timetable. Users can view the timetable by day, week or month. In the first instance, users will see the following information for each activity:

- Study-Unit Code
- Lecture
- Venue

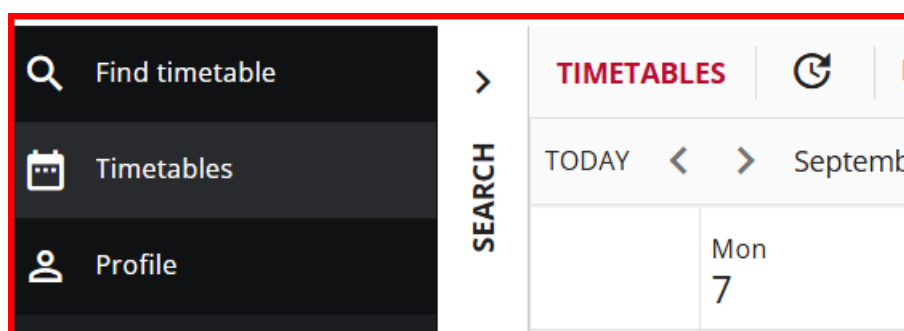
[illegible]

Users are also able to click on an activity to get additional information about it.



Object timetables

Object timetables can be found by clicking the Search tab:



When expanded, users will still see your personal timetable (MyTimetable) selected. One can choose to leave the default personal timetable visible, or deselect this.

Users are able to select another timetable type from the “Other” drop down menu:

The screenshot shows a mobile application interface with a red border. At the top, there is a header bar with 'SEARCH' on the left, a back arrow in the center, and 'MY T' on the right. Below the header, there is a section titled 'Make Selections' with a red underline, and 'Selected (1)' to its right. The main content area is divided into two sections: 'PERSONAL' and 'OTHER'. Under 'PERSONAL', there is a row with a red checkmark icon and the text 'My Timetable'. Under 'OTHER', there is a row with the text 'Select a timetable type' and a downward arrow icon. To the right of these sections, there is a vertical list of time slots: 'TODAY', '08:', '09:', and '10:'.

This provides 2 options:

- Module (study-unit)
- Programme of Study

The Programme of Study is searchable in terms of the course and route code. Both Modules and Programmes of Study can be filtered by Department.

Users can also mix and match timetables together in one view.

Users are able to select 2 or more Modules, or 2 or more Programmes of Study, to see how they fit together.

Users can also view their own personal timetable against that of a particular object should they wish.

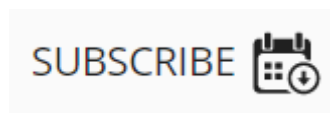
When there are multiple objects selected, it is possible to focus the timetable view on one of them by hovering over the object names on the left and clicking on the eye:

Clicking on the eye again removes the focus view.

Subscribe to your Calendar

Users can subscribe to their academic timetable using most calendar apps – for example Outlook, Google, Apple, etc.

To do this simply click on the ‘Subscribe’ button in the top right-hand corner (on mobile devices this is hidden behind one of the options):



and follow the on-screen instructions:

SUBSCRIBE

×

Subscribe to your calendar

You can subscribe to your calendar using any app that accepts the iCal format. Your app will receive calendar updates. Below, click your app's icon.



Apple Google (online) Outlook Outlook (online) Office365 (online) Yahoo (online)

My calendar app is not in the list

Try the "Subscribe" button below. Your browser will attempt to use your default calendar app to subscribe to the calendar

SUBSCRIBE

Manual subscription

If you want to subscribe to your calendar manually, most calendar apps enable you to subscribe using a URL. Copy the URL below and follow your calendar app's subscription instructions.

COPY

This adds the academic timetable as an additional calendar to user's personal calendar.

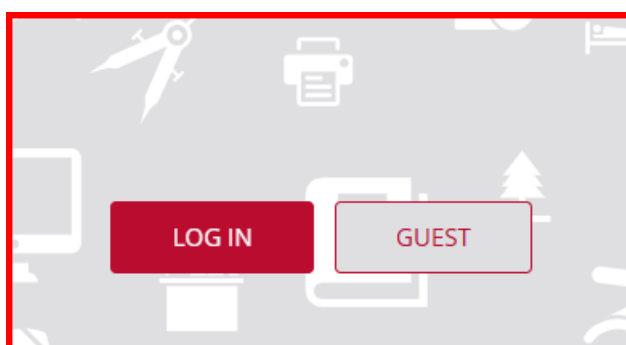
Changes made in the timetabling system are updated in real time. However, the calendar subscription is dependent on the individual calendar app settings, which in some instances can take up to 24 hours.

Find timetable

This feature allows users who do not yet have their personal timetable available to construct their own schedule. Users select specific modules (both through the Module option, or the Programme of Study option) and then choose from associated activities (such as lectures, practicals etc) to save to their personal timetable. Eventually there will be no further use for this since the personal timetable will become available by default, through the Timetable tab.

Guest Access

Staff or students who have not yet activated their UM account are still able to access timetabling information by using the guest account.



Guest access serves as a restricted viewing mode for unauthenticated users.

Further timetable help

Users will only see a complete timetable once they have been fully allocated to activities by their Faculty/Institute/Centre/School.

Likewise, students will only see a timetable once they have completed registration and have been enrolled to their study-units.

If you have any issues, or queries about your timetable, you should speak to your Faculty/Institute/Centre/School Office.