HORAIRES ULB (ULB SCHEDULES)

Advanced tutorial 2: View « I am a student / My schedule »

Customize a complex schedule thanks to the « Search » menu and the separator.

Customize a complex schedule thanks to the « Search » menu and the separator.

This process is intended for the students whose PAE is not final/complete yet in [MonULB](#) and for the students with complex programs (complementary programme, double enrollment, different practicals or exercices for each UE, etc.)
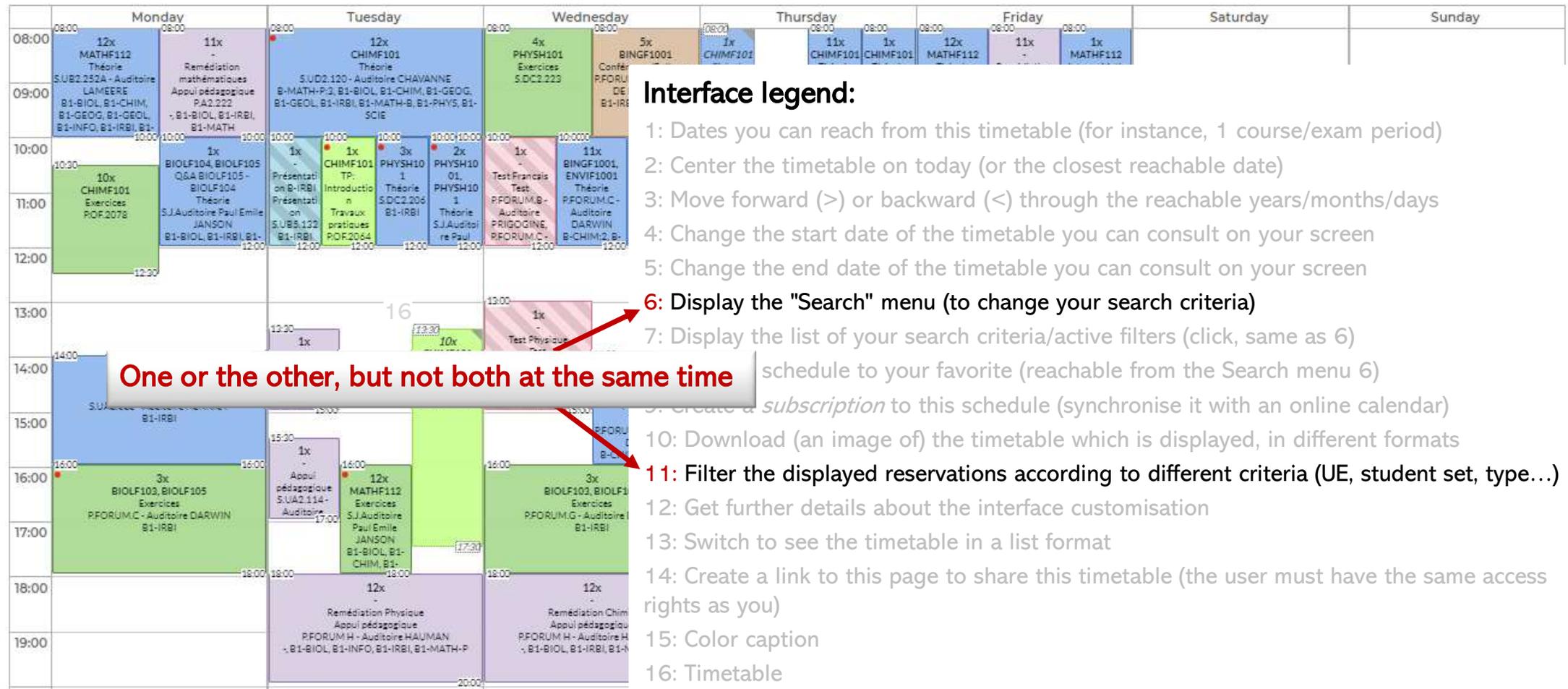
- At the start of the academic year, your PAE may not be immediately complete.

- Depending on the programme you enrolled for, choosing optional courses or modules may be required. Until this choice of optional courses is done in MonULB, your timetable « My schedule » won't show these additional classes, by default.

- Some PAE are also more complex than expected and gathering UE from your PAE and a student set will not lead to a correct result.

Customize a complex schedule thanks to the « Search » menu and the separator.

- The publishing solution offers 2 different and mutually exclusive ways of customising what will be displayed in the timetable:
    - The « **Filter** » button (11), for simple filters such as the selection of one or several student sets which are common to all the UE of the same block in your PAE. (solution to the most frequent needs)
    - The « **Search** » menu (6), more complex to handle, but making it possible to go far with detailed research, as it combines the results from several requests thanks to the separator.

- This tutorial will introduce you to the use of the « **Search** » menu (6) through several problematic situations that may or may not require the use of the separator.

Pay attention!

To add one or several UE in your schedule doesn't mean that the addition of this UE is requested or approved in your PAE. You're the only one to know the choices you made in My schedule

and the unique official source to consult your PAE is still the MonULB page.

3

Université libre de Bruxelles

Francais Help Account

Université libre de Bruxelles / I am a student / My schedule

2 Today < Sep 3 Current w4k - 26/12/2021 5 🔍 Search DO6hn, B1-IRB7 gr.1

🚩 Sa8favorite 🗓 S9scribe ⬇10wnload ⬆11⚙ ✂12omize

Date limits 13/09/2021 - 26/12/2021

	Monday		Tuesday				Wednesday		Thursday			Friday		Saturday	Sunday

Interface legend:

1: Dates you can reach from this timetable (for instance, 1 course/exam period)

2: Center the timetable on today (or the closest reachable date)

3: Move forward (>) or backward (<) through the reachable years/months/days

4: Change the start date of the timetable you can consult on your screen

5: Change the end date of the timetable you can consult on your screen

6: Display the "Search" menu (to change your search criteria)

7: Display the list of your search criteria/active filters (click, same as 6)

One or the other, but not both at the same time

8: ...schedule to your favorite (reachable from the Search menu 6)

9: Create a *subscription* to this schedule (synchronise it with an online calendar)

10: Download (an image of) the timetable which is displayed, in different formats

11: Filter the displayed reservations according to different criteria (UE, student set, type…)

12: Get further details about the interface customisation

13: Switch to see the timetable in a list format

14: Create a link to this page to share this timetable (the user must have the same access rights as you)

15: Color caption

16: Timetable

Exercices Théorie Appui pédagogique Travaux pratiques Conférence/Colloque Presentation Test

Link to this page

The « Search » menu

In the « Search » menu in the view « My schedule », you can choose 3 different types of ressources you can add to your criteria:

1. UE:
   - One UE : one course, identified by its short code.

2. Student set:
   - This is your block, or one of the practicals/exercices group which is connected to the block.
   - The schedule of the practicals/exercices includes the reservations connected to its block.

3. Student:
   - Here you are. In this list, you have access to no one else.
   - When you add yourself as a criterion (which is done by default), the schedule of all the courses in your PAE + the course « - » for the info sessions will be given.
   - The UE list of your PAE will be updated depending on the modifications which be set up in MonULB.

How does it work?

To enable complex combinations of schedules, the « Search » menu creates your schedule by additioning the ressources belonging to the same type and by combining them with the ressources of a different type.

Simple combination 1:

- If you select 3 UE, it will display all the reservations of each of these 3 UE.

- If on top of that, you add 2 student sets, it will only display the reservations combining at least one of these 3 UE AND one of these 2 student sets.

- Here you have the same block 1 student set for MATHS1011 and ECONS1001…
- … and a group of block 2 for ECONS201.
- If the 2 student sets you added had no link with the 3 UE you chose, the schedule would have been empty.
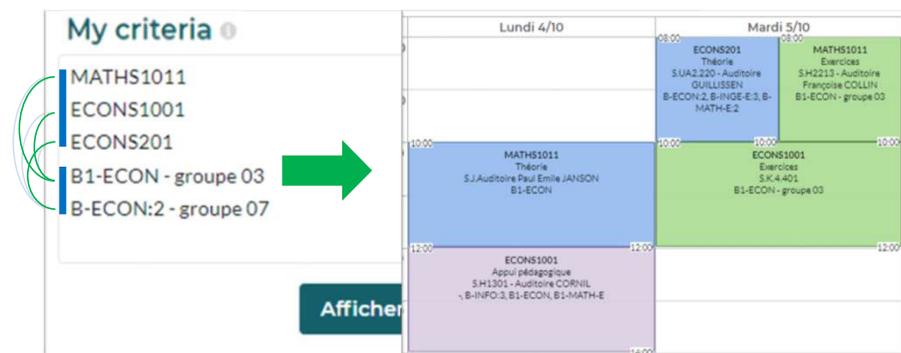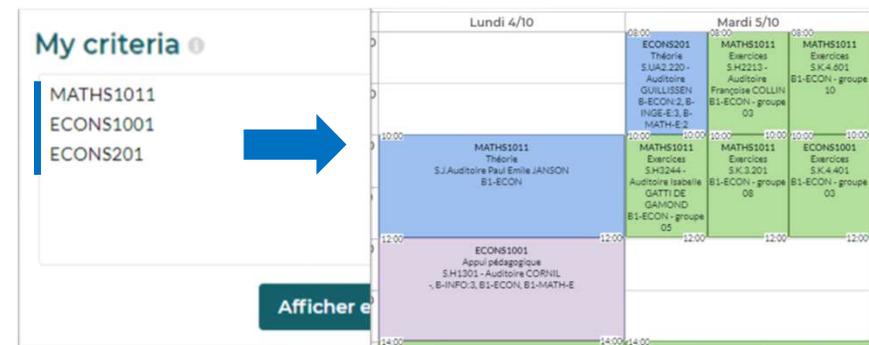
Simple combination 2:

If you add your name (PAE) in « My criteria » (default configuration) and you also add a student set which makes sense with this PAE, you will only see the sessions from UE included in your PAE, and which belong to the student set you added.

⇒ It's exactly the same as choosing a student set with the « Filter » (11) in the calendar.

⇒ **For most students, this solution will be great and they won't need to use separators.**
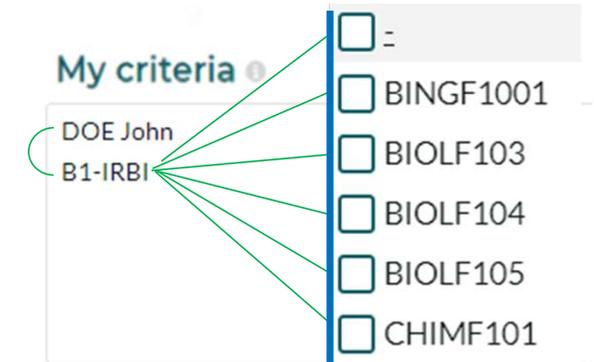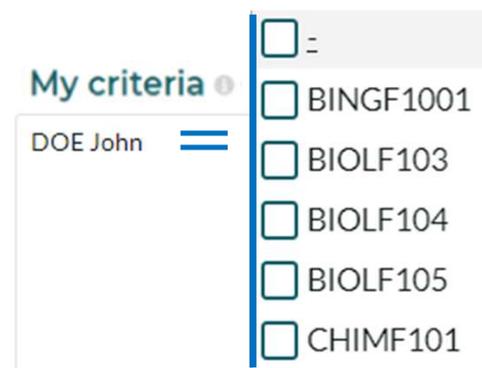
But if you add in « My criteria » an additional UE (which may be temporary missing from your PAE, for instance), the interface will only display the intersections among these 3 ressources of different types: your PAE, the student set **AND** this new UE.

Which will lead to absolutely no result.
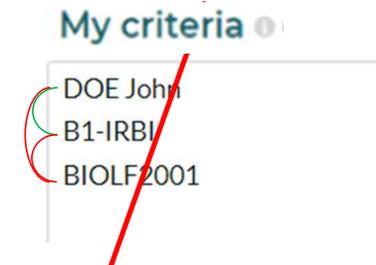
This is one of the situations where the separator is necessary.

The use of the « Separator »

To add the schedule of an additional UE (on top of those already existing in your PAE), you need to dissociate your requests with a « Separator » to prevent the tool from combining new resources to the previous ones.

See the exemple on the right: you display the sessions of the group 1 of B1-IRBI for all the courses included in your PAE.

And you add, after a separator, the sessions of B-IRBI:2 for the UE BIOLF2001 only, for instance to check the schedule before asking to add it to your PAE.

If you hadn't combined BIOLF2001 and the student set B-IRBI:2, you would have seen all the reservations of this UE, all student sets included, in your schedule.

Unfortunately, when you add a separator in the « Search » menu (6), right now you can't use the tool « Filter » (11) in the calendar.

8

Let's go one step further: what if you're in different groups for UE of the same block?

If you need to see the schedules of different groups for UE which belong to the same blocks, for example, it's now possible to display your correct schedule, nothing more, nothing less!

You just need to do as if these UE were additional schedules of courses which are not in your PAE (even though they are), thanks to the separator.

The example on the right will only display the schedule:

- Of the group 01 (block 1) for all the UE of block 1 in your PAE,
- Of the group 21 (block 3) for all the UE of block 3 in your PAE,
- (no UE for block 2 in your PAE as you don't combine your PAE with any student set of block 2)

    +

- The schedule of group 01 (block 2) for the UE DROIC2001,

    +

- And the schedule of group 02 (block 2) for the UE DROIC2002 and DROIC2003.

My criteria ⓘ   Sort   Clear

DOE John   ×
B1-DROIB - groupe 01   ×
B-DROIB:3 - groupe 21   ×
+   ×
DROIC2001   ×
B-DROIB:2 - groupe 01   ×
+   ×
DROIC2002   ×
DROIC2003   ×
B-DROIB:2 - groupe 02   ×

Show schedule

9

Once your search is over, don't forget to save the result in a favorite in your browser (thanks to the URL you get) or directly in My schedule (8) to find it again in one click!

Find other tips and tutorials on the page dedicated to schedules:
https://www.ulb.be/en/schedules-tutos

10