

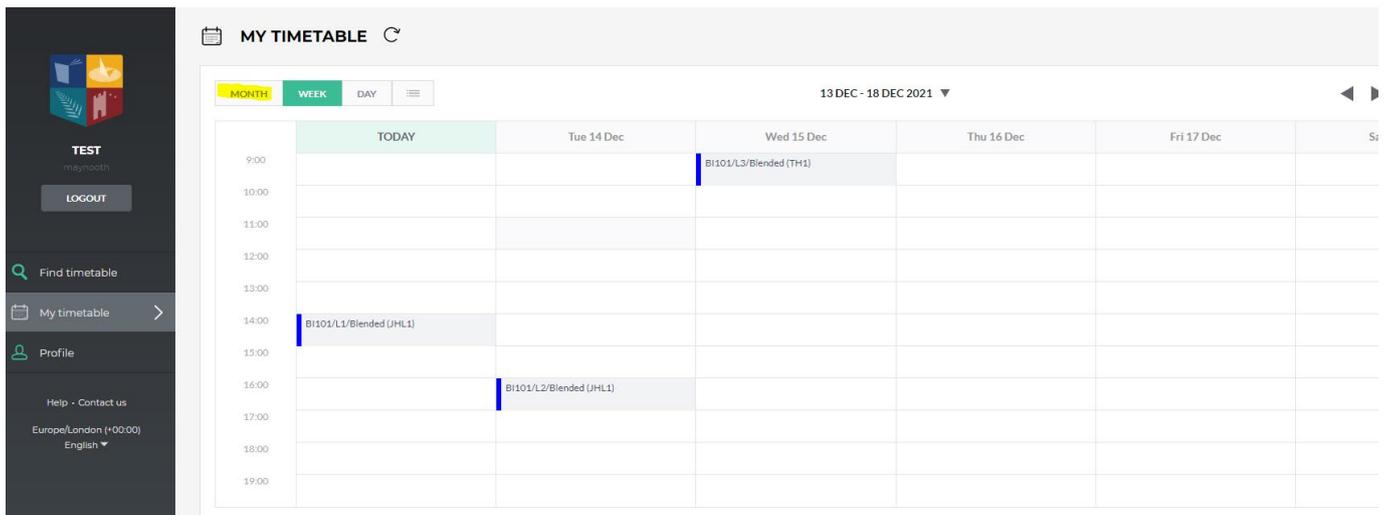
Personalised Examination Timetables – Student User Guide

Personalised Examination Timetables can be accessed via the link on Exams Office website: [Examinations & Timetable Information](#)

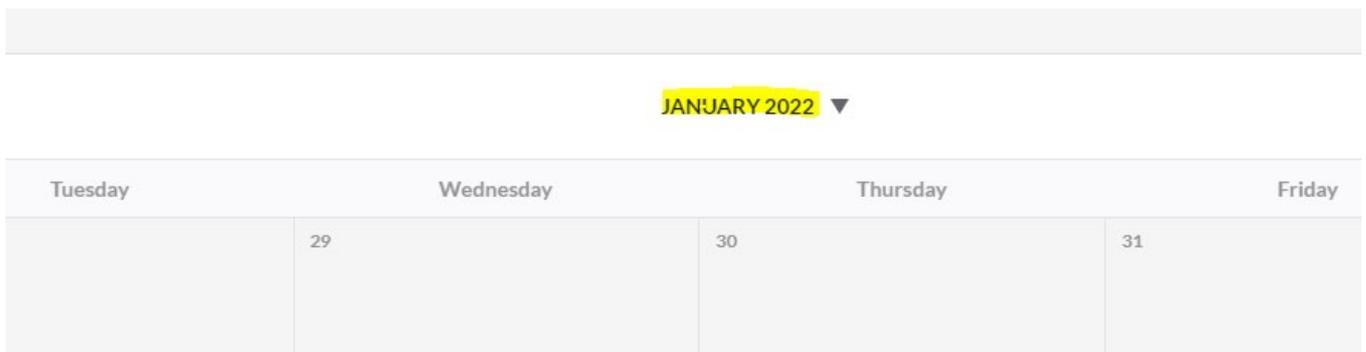
Log in using your usual MU log in credentials – username will be your student number. If you have forgotten these and cannot log in please [contact IT services](#).

To view your Examination Timetable on your desktop.

- Select My Timetable on the menu bar on the left hand side of the page. Select the relevant month (January/May/August) by clicking on Month as highlighted below:



- Then select the relevant month and year



- Your exam timetable activities will display on the calendar as below (location in brackets):

11	12	13
18	19 CS607-01 (PE Hall) 12:30	20
25	26	27

- When you click on the activity it will open up to show all details including Date, Start and End times, Location and Seat Number for your exam:

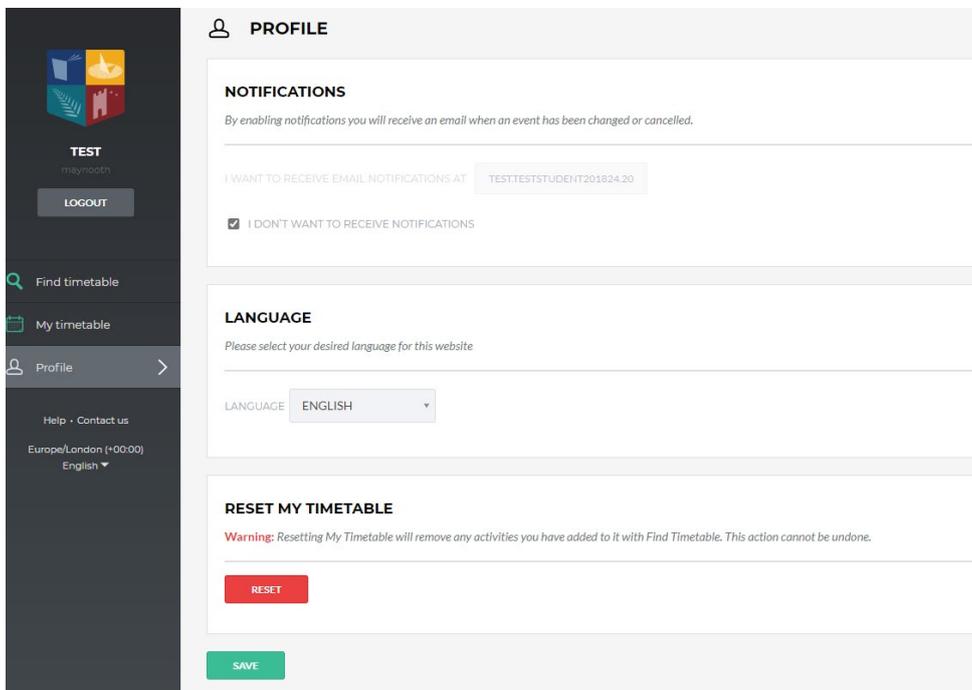
CS607-01 (PE HALL) ✕

 Wednesday, 19 Jan
12:30 - 15:30

Location	PE Hall
Event Type	Examination
Seat	62

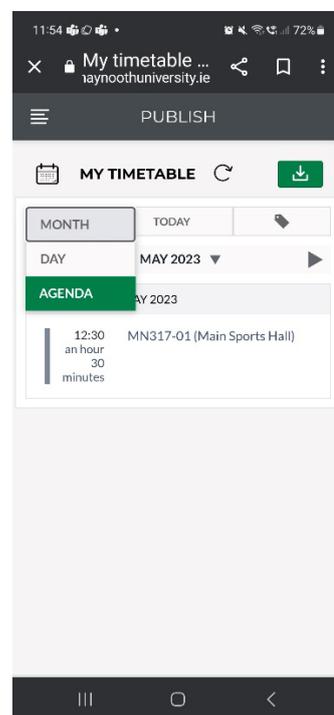
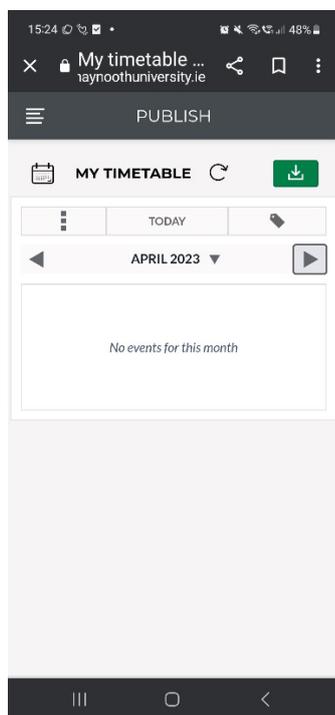
CLOSE

Under Profile on the menu bar on the left hand side of the page you can select/deselect to receive notifications of any changes to your timetable. You can also select your language from here.



To view your Personal Examination Timetable on your iPhone/Android

- Log into the Publish link on the Exams Office webpage.
- Use the arrows to navigate to the exam month/year.
- All exams modules you are registered to will show in list format showing, date & time of exam, the exam duration and the exam venue you will be taking your exam in.
- By clicking on any exam listed you will also be able to view your seat number in that venue.



If you select the month view you will see the screens below.

- The number of exams on any exam date will be displayed in a grey circle on that date (see below (Fig 1)).
- Click on any exam date where you have any exam and the exam module code, time of exam and exam venue will display (Fig. 2).
- By further clicking into the exam module, details of your seat number will be displayed as below (Fig. 3).

