

## **Syllabus Plus Users Information Update – September/October 2005 Edition 11**

### **Introduction**

This newsletter is for users of Syllabus Plus Timetabling software across campus, and anybody else who might be interested in the program.

Apologies in advance for the brevity of this issue – our office is beyond busy at the moment organising changes for the 2006 timetable. We will make up for it in a bumper November/December issue.

### **Current Syllabus Plus Issues**

#### *2006 Database*

The timetabling office has completed the construction of the 2006 database, and is now making alterations based on staff requests prior to the release to students on Monday October 17<sup>th</sup>. This date is later than originally envisaged, due to the fact that the date for student planning was also moved backwards. Everybody will have access to make bookings in the 2006 after this date. Contact us if you have queries about this.

#### *Write Back Error*

In the previous edition, we were concerned about the Write Back error. This appears to have ‘gone missing’ for the time being. Hopefully it will stay away. As always however, if you do notice something unusual going on with your writebacks, please contact our office as soon as you can.

#### *Syllabus Plus Upgrade*

As mentioned in the previous edition, our office has recently received a copy of Version 3.5.0 of Syllabus Plus. We will be looking at upgrading to this new version sometime towards the end of the year after it has been properly evaluated. We will keep you all posted regarding release dates etc.

### **Syllabus Plus Tip – User Text Fields**

Another quick tip for this month’s issue, but again, it is a handy one. Did you know you can write notes about an activity in the User Text field? These notes are useful, as they can be used as a means to store information extra information about how an activity should be scheduled, or allow a scheduler to explain why an activity was placed in a particular time and/or location.

In order to use the text fields, all you need to do is

All you need to do is:

1. Select the activity in question
2. Click on the ‘User Text’ tab (between the ‘Identity’ and ‘Deliver’ tabs)
3. Choose a field (Num 1 is obviously the best as it is largest) and start reading and/or writing.

Frustratingly, you may notice that if you do start writing anything more than a line’s worth, that the text does not wrap. There is however a bit of a convoluted method of getting around this

- i. From the 'Timetabler' menu, select 'Text' (it is the second from the bottom)
- ii. A text box should appear. You can write in here, and the text will wrap.
- iii. When you have finished writing, copy the text.
- iv. Select the 'User Text' field from the activity that you wish to include extra information for.
- v. Paste the information in the field. It should appear as wrapped text.  
(Remember to click modify and write back changes to save the written text)

You may notice that other items (departments, locations, Activity Templates etc) in Syllabus Plus have User text fields as well. Apart from Activity Templates, the User text fields for these object types are not commonly used at the moment. If you would like to make notes in a User text field (for either an Activity, or another type of Syllabus Plus object), and don't appear to have access to do so, please feel free to contact our office.

### **Contact Us**

Please feel free to get in touch with us if you have any feedback  
[sa-timetable@unimelb.edu.au](mailto:sa-timetable@unimelb.edu.au), or give us a call.

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