

Syllabus Plus Users Information Update – May/Jun 2006 Edition 15

Introduction

Welcome to another issue of the Syllabus Plus update. In this issue there is a bit of background info on the failure of the upgrade, and the construction of the 2007 timetable. The Timetable Office has new web site, of which there is a section devoted to Syllabus Plus.

There is also a handy tip in relation to the 'Equipment' feature of Syllabus Plus, which you may find useful if your department owns apparatus that can be booked staff members, and/or used by classes or ad-hoc events.

Current Syllabus Plus Issues

Syllabus Plus Upgrade Failure

As you would all be aware, the planned upgrade of Syllabus Plus on the 13th April did not take place. As far as we understand it, there was an unexpected incompatibility issue between the new version of Syllabus Plus and the operating system of the server on which the program is housed. We apologise for the inconvenience caused to users on this day, and for the time wasted by the unnecessary upgrades to machines.

At present we are hopeful that we will be upgrading to a new version of the program for the construction of the 2007 database. Issues relating to the incompatibility are still yet to be resolved however, and it may a case that we will have to wait until the Syllabus Plus server is upgraded before we can move to any new version of the program.

Construction of the 2007 Database

The 2007 Database will begin construction shortly. Users responsible for timetabling subject on Syllabus Plus will be given access the system at some stage in August to allow time to schedule classes prior to the release of the 2007 timetable on Monday October 02nd. Those of you looking to make ad-hoc bookings in spaces for 2007 will be given access to the database after this date.

There is a Timeline for the construction of the 2007 timetable on the new timetabling website at <http://www.services.unimelb.edu.au/timetabling/downloads/timeline.pdf>

Syllabus Plus Web Pages

A section of the new timetabling web site has been devoted to Syllabus Plus. You can check out some general information about the program as well as back issues of this newsletter at <http://www.services.unimelb.edu.au/timetabling/syllabus/index.html>

If you have any feedback about the Syllabus Plus pages on the site, we would be very happy to hear your ideas on any extra info that might be added, or changes that should be made.

Syllabus Plus Tip – Equipment Bookings.

There are many features of Syllabus Plus that are not currently utilised at Melbourne University. One of these is the potential to book departmentally owned apparatus using the 'Equipment' menu.

Your department may for example have a laptop, specialised audio-visual equipment, or lab apparatus trolley that is utilised by a various classes and/or ad-hoc bookings in more than one location.

This apparatus can be added into Syllabus Plus under the 'Equipment' menu, and booked for use in conjunction with a particular class or event.

Some of the advantages of using the Equipment feature in Syllabus Plus are:

- The apparatus can be 'attached' to a particular class or event. If the booking is moved on the timetable, the equipment booking is moved as well.
- The Equipment booking can be attached to a particular staff member.
- The Equipment booking does not have to be linked to a booking taking place in any particular location. It could, for example, be used by staff members to book a laptop to take home overnight.
- The Equipment booking can be restricted to specific rooms. This may be useful for classes that have lab trolleys that can only be used in certain locations in a building.
- The Equipment booking can be made over multiple weeks and/or days, similarly to how a location can be booked.

If you feel that the Equipment feature of Syllabus Plus may be useful for the booking of apparatus in your area, please feel free to contact our office to discuss it further

Other News

We have a new Timetable Officer in our area, Sarah Nowlan. Sarah replaces Kamila Kaniski, who is now journeying overseas (lucky her!). Sarah started with us just after the Easter break, and is naturally looking forward to the big crunch of the 2007 timetable construction. We are very happy to have her aboard!

Contact Us

Please feel free to get in touch with us if you have any feedback

sa-timetable@unimelb.edu.au, or give us a call.

Sandi Robertson – Timetable Coordinator x49689

Sarah Nowlan – Timetable Officer x47699

Matt Wright - Timetabling Systems Support x43690

Chris Thornton – Manager, Timetabling, Venue & Conference Management x48858

Check out the Syllabus Plus web pages at

<http://www.services.unimelb.edu.au/timetabling/syllabus/index.html>