New Features in TimeTabler 2019

Class Inspector Imp

If you select a lesson on the Class Timetable Screen and then click this button (or choose 'Class Inspector' on the right-click Menu) then it shows you more information about the Class:

The 'Schedule' tab shows the Class's current timetable:

You can use this new feature on the Class Timetable Screen and on the Visual Builder Screen (right-click menus) & elsewhere.

8A Select new dass											
Overview Schedule											
period 1 period 2 period 3 period 4 period 5 period 6 9.009.40 9.4010.20 10.4011.20 11.2012.00 1.001.40 1.402.20											
Monday	8AB	8A	8A	8AB	8A	8AB					
	Art BI	Sci. JD	Maths GWd	Tech JM	French GS	Music DW					
Tuesday	8A	8A	8AB	8A	8A	8A					
	Eng. BJ	Maths GWd	Art BI	Hist SW	Geog DKe	Sci. JD					
Wed	8AB	8AB	8A	8A	8A	8A					
	Ga AS	Tech JM	Eng. BJ	Geog DKe	Hist SW	French GS					
Thurs	8A	8A	8AB	8A	8/	AB					
	Eng. BJ	French G5	Art BI	Maths GWd	Ted	h JM					
Friday	8A	8A	8AB 8AB 8A								
	Hist SW	Geog DKe	Ga AS Music DW Sci. JD								
Size: 1 2 3 Close											

Quality Optimiser Screen [

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💯 Quality Optimiser 🛛 💷 🐼 Quality

Quality Report

The Quality Report Screen has been improved, so that it will now run up to 12 tests of Quality for you.

There are 8 tests of criteria that affect Classes/Students, and 4 tests of criteria for Staff:

Each one has a 'Penalty Score'. You can customize any of these, to make them more or less important.

Clicking on '(Notes)' gives you more details.

ty Report									
s feature will look for, and report, any issues that may cause a drop in Quality for your Students or Staff.									
iummary Customize Students Staff									
ustomize the tests used to calculate your Quality Score:									
Parameters & Penalties: 🕖									
Parameter	Penalty	Status	Notes						
Class has this Subject mainly in PM	2	On	(Notes)						
Class has this Teacher twice on same Day	4	On	(Notes)						
Class has this Subject twice on same Day	5	On	(Notes)						
Class has this Lesson (Tchr+Subj) twice on same Day	6	On	(Notes)						
Class MAY have Teacher or Subject twice on same Day	1	On	(Notes)						
Class has an uneven rhythm/spread for this Subject	2	On	(Notes)						
Teacher has an uneven pattern of free periods	1	On	(Notes)						
Teacher has exceeded 'max' workload	4	On	(Notes)						
Teacher is teaching much less than expected	1	On	(Notes)						
Teacher has no lessons	0	On	(Notes)						
Class may have split-teaching	2	On	(Notes)						
Class has consecutive singles of same subject	0	On	(Notes)						

Running the Report gives you a Summary (on the Summary Tab) of the percentage Score:

Clicking on the Students Tab or Staff Tab gives information about items that failed the criteria. *For example:*

8A has Music mainly in PM (0:2)	2
8B has an uneven rhythm for French	2
9A has same subject (Sci.) twice on Thurs (3&5)	5
8E has same teacher (SM) twice on Wed (1&2)	4
10AB student may have same subject (Geog) twice on Thurs (2&3)	1
8AB student may have same lesson (Art with BI) twice on Thurs (1&3)	1
7A has Hist in consecutive singles on Wed (1&2)	0
Possible split-teaching: 7E Hist is taught by RR + VP	2



Can you improve the Score? How does it compare with last year's?

Click on any row to see more details in the relevant Inspector.

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Graphs & Charts Graphs & Charts Menu On the Basic Data Menu, and at Teachers Screen - Advanced, Subjects Part-Ta you can choose to see your data S Teachers' Main Subjects Teachers with each Subject as their Main Subject shown in a variety of Charts. Teachers' 2nd Subjects Teachers with each Subject as a 2nd Subject Maths 10 Teachers' Main Subjects Teachers' Subjects Teachers' offering each Subject (Main or 2nd) Sci. 9 Eng. 10 **Graphs & Charts Menu** Tech 9 Subjects Part-Timers Conter 2 Part-timers Number of Part-timers Music 2 French Part-timers (periods) Periods supplied by Part-timers Bus.St 3 PE. 4 Hist 5 Part-timers (subjects) Periods supplied by Part-timers (by Subject) Art 4 Geog 4

Part-timers

Part-time teachers have always had their (unavailable) periods marked on the Staff Availability Screen (HelpMovie 19), but now you can explicitly mark them, to identify them clearly on other screens.

Tr Staff (& Special Resources) Availability / Part-timers																								
Staff Availability								If you wish to change a teacher's 'Max' workload, just click on the figure.																
Availability Palette: Select the type of part-timer you want by clicking below then click on the teacher's period.																								
Available X Fixed	Flo	ating	g:	A AM/morning onl				nly	y P PM/afternoon only						f	f Float anywhere				d Float in day				
	Mor	nday	3	4	5	6	Tue	s	3	4	5	6	Wed	ł	3	4	5	6		Tot	Max	%	PT	
JHa - Miss J.HARRISON																				30	24	80		JHa
JM - Mr J.MASON	Х	х																		28	23	82		JM
FHi - Mr F.HICKSON																				30	23	76		FHi
JV - Ms J.VEITCH	А																			29	24	82		JV
VH - Mr V.HAGAN					P						P									26	17	65		VH
AHa - Mrs A.HAWLEY																			L	30	12	40	PT	AHa
JWi - Mr J.WILSON															F	F				27	10	37	PT	JWi
GWd - Mrs G.WARD										f										27	22	81		GWd
GNe - Mr G.NESS				d				d								d				27	23	85		GNe
AJo - Mr A.JOHNSON			L							L.					L				L	27	22	81		AJo
																							'Τ	

On the screen above, Mrs Hawley and Mr Wilson have been marked as part-timers (PT). You do this by simply clicking on the PT cell, to 'toggle' it on/off. Mr Hagan is not a part-timer despite his low teaching load (perhaps he is a Deputy Head).

On later screens Part-timers are marked with a colon before their initials (Teachers Screen, Statistics Screen, Staff Audit Screen, Combing Chart, Teacher Inspector). *For example,* :AHa For much more help about Part-timers see the article in the KnowledgeBase: Part-timers

You can also easily select Part-timers on the 'Staff to Display' Screen, see the next page.

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Teacher Collections

Sometimes you need to select a sub-set of your Teachers. For example, when using the Combing Chart Screen or when you want to analyse just part of the Staff Timetable Screen.

You use the Select Teachers Screen: n Select Teachers

A new button allows you to collect & save your own

'Collections' of teachers, and label the collections.

AHa AJo VP KJo AFr

{click to set-up this collection}

you regularly wish to view as a group.

Choose a Teacher Collection

SMT

Heads of Dept

(not used)

Click on the Collection you want:



Some examples: you can collect together all of the teachers in the Senior Management Team ... or all the teachers who can take Games ... all the staff new to your school this year ... all your Heads-of-Dept ... or all your Assistant Teachers ...

Room Timetable Screen (Section F23 and HelpMovie 45)

JWi AJo RR DKe EBr KJo RC GWa MM AS

This has been improved in several ways.

The Class Inspector can be accessed from this screen. 'Un-rooming' a lesson is now quicker, just drag it down.

When you select a lesson, any other lessons of the same activity are highlighted (whether they are still in the bottom area, or whether they have already been roomed, in the upper area). This is to help you find a room that suits all of them, if possible. See DKe:

When you drag a lesson, if any other lessons of this activity are not yet roomed, you are told of them and TimeTabler offers to room them for you.



Importing Basic Data

For New Users who wish to import their Basic Data from their MIS, there are some new features on the Import Data Screen:

Note that this is rarely used after the first year of using TimeTabler: most people just edit and re-use the existing data, as described in HelpMovie 8.

The new import screen has 5 steps which are explained on-screen and via the Help button.

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Class Inspector

Sixth Forms

If you have a Sixth Form you are encouraged to mark this on the School Structure Screen, as it will now save you some time later (eg. on the Optimiser Screen, during Staff Deployment Analysis, and during the Export to your MIS).

Timetabling Rules





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School

Structure

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The global Timetabling Rules (Customize in Timetabling Rules Panel) have been improved in minor ways (eg. the 'period types') following requests to the WishList.

Features added late into TimeTabler 2018

- The Alternative (Parallel) Curriculum feature was added. See full details in the PDF in the KnowledgeBase at:
 - alternative curriculum
- FIT: now finds some extra solutions when moving doubles as the very last step.
- Schematic Diagram: small improvements.
- Unstaffed (auto-staffed) lessons on the Class Timetable screen: 'Style Highlight Auto-staffed lessons' introduced. 'Auto-staffed' teachers are marked with an asterisk on the Edit Details Screen.
- Subjects List: improved sorting.
- Staff Statistics Screen : print features improved
- Check & Tidy Room Timetable Screen: If you choose a specific subject, the rooms for that subject are now coloured green (good) or yellow (okay).
- Validate Schedule Report: warns about double-booked rooms, but you can now ignore "expected double-booked rooms" (eg. Games/PE and assistants).

Improvements to Exports

- New Exports added for the following MIS: PupilAsset, TASS, MySchool. •
- Minor improvements to the exports to: SEEMiS, Progresso, RM Integris, SchoolBase.
- SIMS export : the latest Levels have been added (at Step 6). •
- Dates : At Step 6 you are now asked more explicitly for the Start/End dates if your MIS requires them.
- Comparing : At Step 6 there is now an extra option "Check & Compare", which compares your export choices for this export, with those from your last export. This is important if you are performing a re-export and don't want to cause any unexpected complications in the MIS.
- 'Export to Previous export summary': Now shows more details, and shows you the last 5 exports you performed, so you can compare / look for differences if you wish.
- Export to iSAMS: you now have the option to export a Double as 2 Singles [can be useful for fortnightly timetables]. Just tick the option at Step 5 of the export.
- The HelpScreens have been updated, and the HelpMovies are being updated.

Pleas look f	e remember : before starting your next New timetable, irst at the HelpMovie entitled:	View Help-M	ovies 🏪
8.	Tidying-up last year's data, ready to do a New timetable	14 min	

(How to re-use your data efficiently. Promote, Clone, & Rename batches.)