New Features in *TimeTabler 2019*

Class Inspector [I Insp]

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.

Class Inspector — 8A [I Select new class]

Tabs: Overview | Schedule

	period 1 9.00--9.40	period 2 9.40--10.20	period 3 10.40--11.20	period 4 11.20--12.00	period 5 1.00--1.40	period 6 1.40--2.20
Monday	8AB Art BI	8A Sci. JD	8A Maths GWd	8AB Tech JM	8A French GS	8AB Music DW
Tuesday	8A Eng. BJ	8A Maths GWd	8AB Art BI	8A Hist SW	8A Geog DKe	8A Sci. JD
Wed	8AB Ga AS	8AB Tech JM	8A Eng. BJ	8A Geog DKe	8A Hist SW	8A French GS
Thurs	8A Eng. BJ	8A French GS	8AB Art BI	8A Maths GWd	8AB Tech JM	
Friday	8A Hist SW	8A Geog DKe	8AB Ga AS		8AB Music DW	8A Sci. JD

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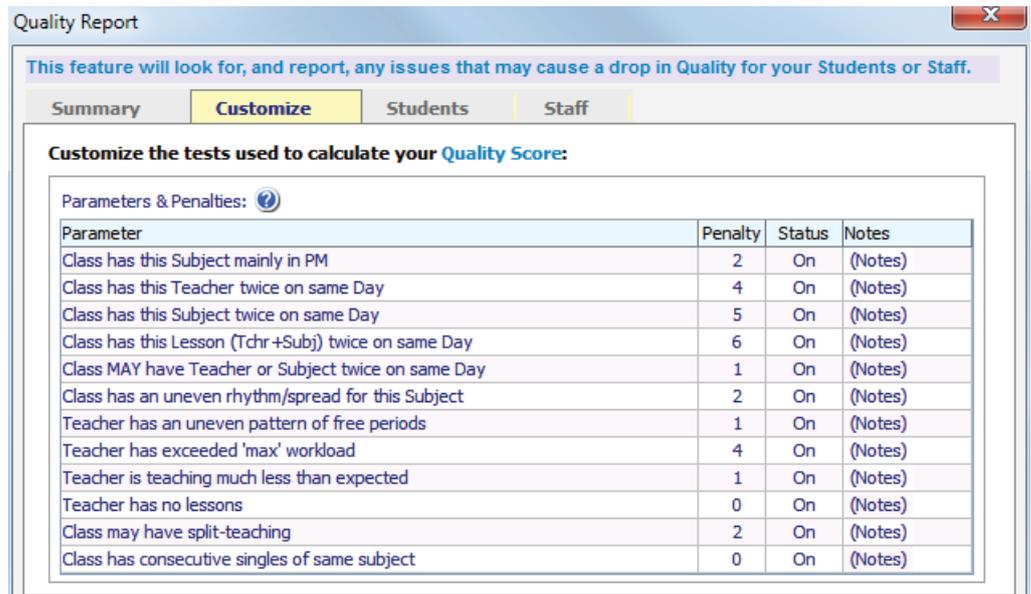
The Quality Report Screen has been improved, so that it will now run up to 12 tests of Quality for you.

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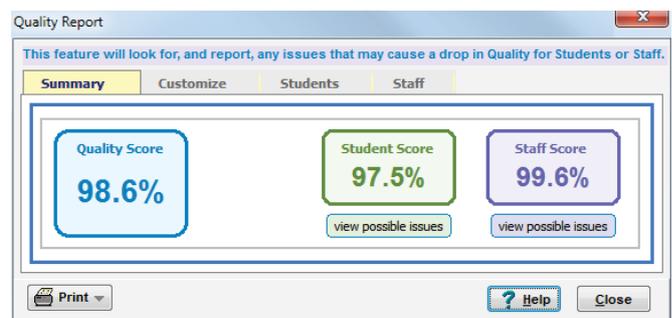
Clicking on '(Notes)' gives you more details.

Quality Report

This feature will look for, and report, any issues that may cause a drop in Quality for your Students or Staff.

Tabs: Summary | Customize | Students | Staff

Customize 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

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

Quality Report

This feature will look for, and report, any issues that may cause a drop in Quality for Students or Staff.

Tabs: Summary | Customize | Students | Staff

Quality Score	Student Score	Staff Score
98.6%	**97.5%**	**99.6%**
	view possible issues	view possible issues

🖨 Print ▾   ? Help   Close

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

Graphs & Charts

On the Basic Data Menu, and at
Teachers Screen ➠ Advanced,
you can choose to see your data
shown in a variety of Charts.
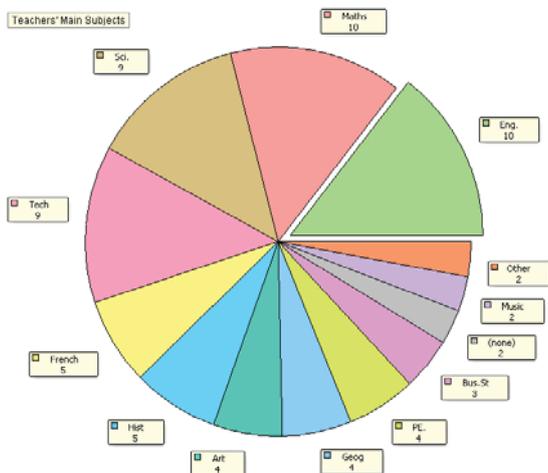
Part-timers

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.

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` **SEARCH**

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

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: **Select Teachers**

Buttons now allow you to select 'Part-timers', or 'Full-timers' (if you've identified the part-timers, see the previous page):

A new button allows you to collect & save your own '**Collections**' of teachers, and label the collection.

These are stored, so you can re-select them whenever needed. This is useful if you have a set of teachers which you regularly wish to view as a group.
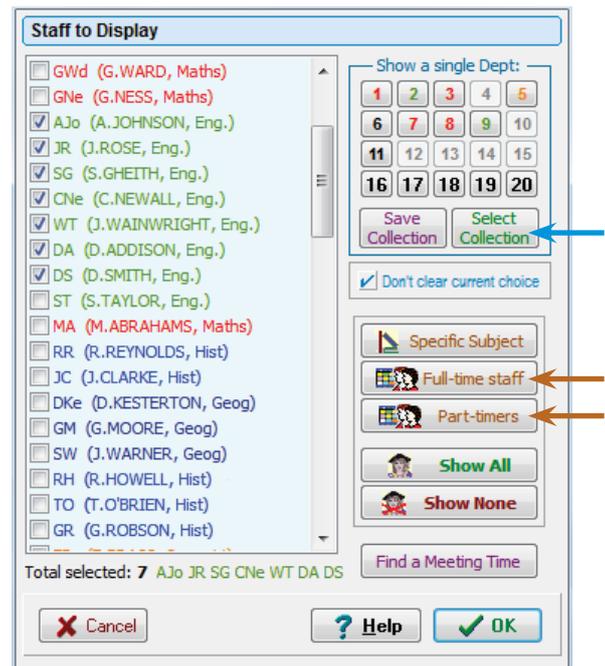
Some examples: you can collect together all of the teachers in the Senior Management Team … or all the teachers who can take Games … all the staff new to your school this year … all your Heads-of-Dept … or all your Assistant Teachers ...

Room Timetable Screen   (Section F23 and HelpMovie 45)

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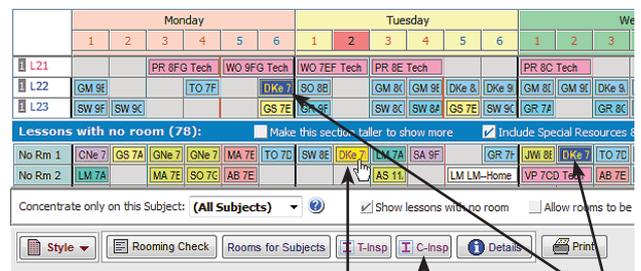
When you drag a lesson, if any other lessons of this activity are not yet roomed, you are told of them and *TimeTabler* offers to room them for you.

Selected lesson (for DKe)

Other lessons of the same activity

Class Inspector

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.

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).

School Years:
Select the Years represented in your School, by ticking them.
Sixth-form years are marked with ** [Define Sixth-form]

Timetabling Rules [RULES] Rules

The global Timetabling Rules (Customize ➡ 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 [SEARCH ➡]

- 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.

Please remember : **before** starting your next New timetable,
look **first** at the HelpMovie entitled :   [View Help-Movies 🎥]

| 8. | Tidying-up last year's data, ready to do a New timetable
(How to re-use your data efficiently. Promote, Clone, & Rename batches.) | 14 min | 15MB |