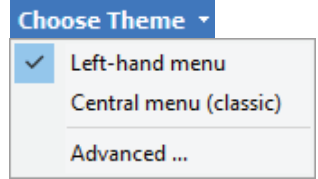
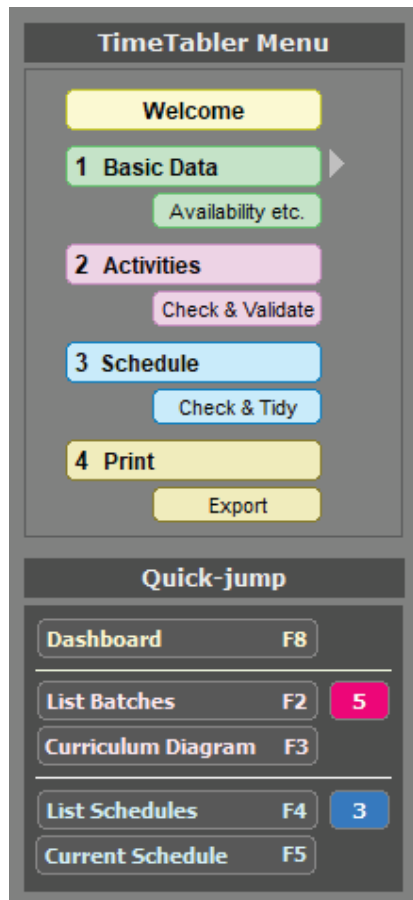


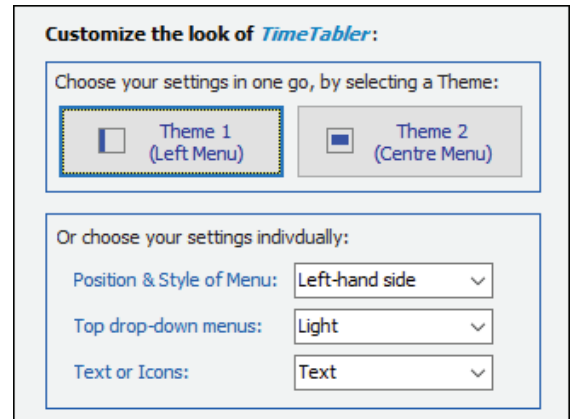
# New Features in *TimeTabler* 2023

## New 'Theme' appearance

*TimeTabler* now allows you to customise the appearance of the main screens:



Clicking on Advanced gives you some further options:

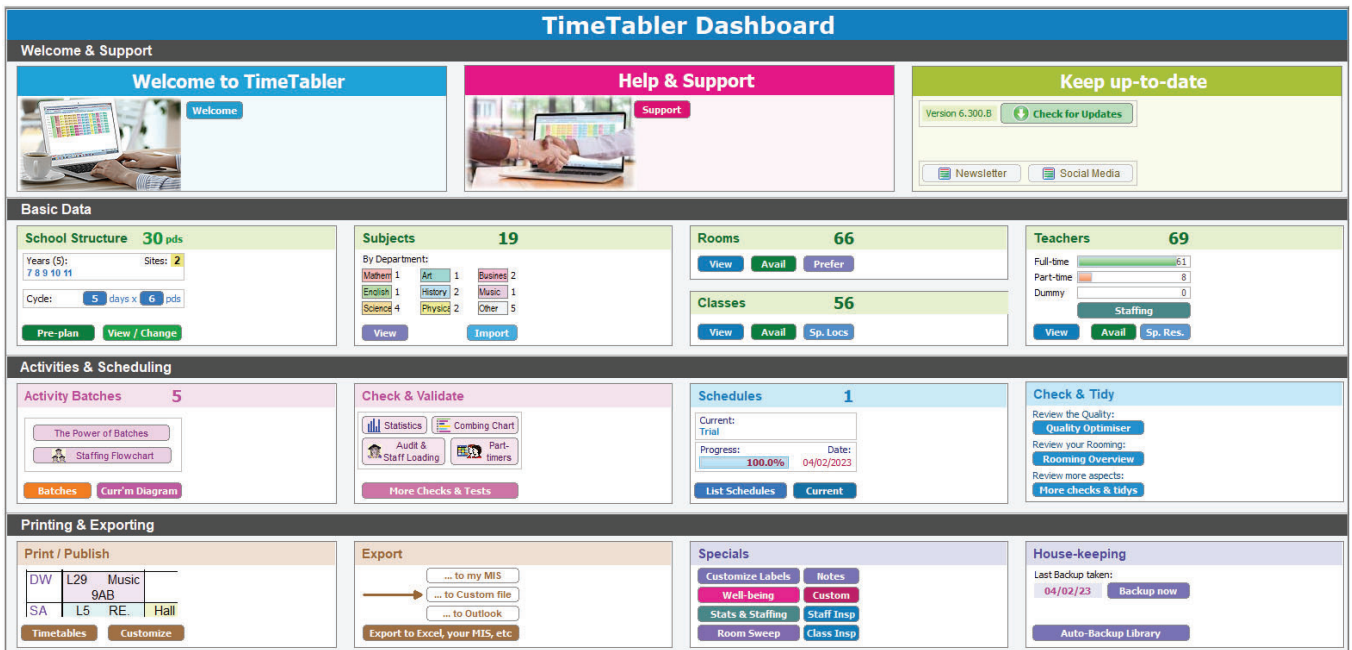


The drop-down menus at the top of your screen can have a light or a dark background. And labels on the *TimeTabler* 'switchboard' can be icons (as before) or they can be text.

Play around until you find the look you prefer.

In both Themes there is now a 'Dashboard', that summarises all your key information on one screen:

### Dashboard



Most of the items are clickable and will take you straight to that named feature.

continued...

As well as bringing so many things together into one place, the Dashboard gives quick access to 3 new features (you can also access them from the top menus):

## 1. Pre-planning Centre Pre-plan

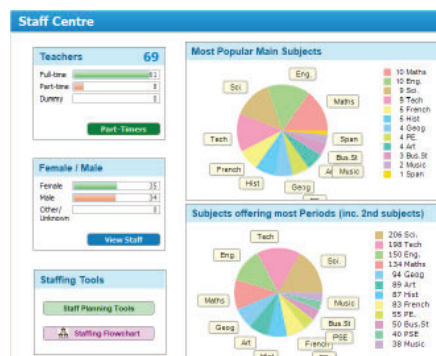
Clicking on this button gives you quick access to a screen to help you plan any changes to your existing timetable or curricular structure. It is in 4 parts:

- **Strategy** With useful links about dealing with Part-timers, Well-being, Saving Money, etc.
- **School-specific advice** With links for help with over a dozen aspects of timetabling.
- **Getting started** Particularly for people using *TimeTabler* for the first time.
- **Keeping notes** If you wish to do this.

## 2. Staff Summary Staffing

Clicking here gives you a Summary of key information about your Teachers and the Subjects they teach:

You can also access this screen via the Basic Data Menu.



## 3. Well-being Centre Well-being

Click on this button to see a range of Help about the Well-being of your staff and students, and how their Well-being can be helped by appropriate timetabling, including:

**Well-Being**

**Well-being Reports:**

Overview:	Students:	Staff:	Related:
<div style="background-color: #E91E63; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>Well-being Overview</b></div> <p>Discussion on Well-being, Flexible Working &amp; Student Experience.</p> <div style="background-color: #E91E63; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>Well-being article</b></div> <p>The Well-being KnowledgeBase article</p>	<div style="background-color: #4CAF50; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>Student Well-being</b></div> <p>View the Quality of the timetable from your Students' viewpoint</p> <div style="background-color: #4CAF50; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>Student Experience</b></div> <p>Review the Student Experience</p> <div style="background-color: #4CAF50; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>(2-wk) Lesson Spread</b></div> <p>Lesson Spread, especially for 2-week timetables</p>	<div style="background-color: #3949AB; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>Teacher Well-being</b></div> <p>View the Quality of the timetable from your Teachers' viewpoint</p> <div style="background-color: #3949AB; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>NTA Timetable</b></div> <p>Staff Timetable showing everyone's Non-Teaching Activities</p> <div style="background-color: #3949AB; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>Review PPA</b></div> <p>Review how much PPA (etc) each teacher has.</p>	<div style="background-color: #E91E63; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>Social distancing</b></div> <p>If your country or region still has Social Distancing</p> <div style="background-color: #E91E63; color: white; padding: 2px 5px; margin-bottom: 5px;"><b>More ...</b></div> <p>More factors that can affect Well-being</p>

## Customize Overview

A lot of the most common customizations have now been brought together on one screen: on the top Menu bar at: Customize Customize Overview ...to help you review them and see what you can customize.

Customize Overview

General	Basic Data	Labels	Printouts
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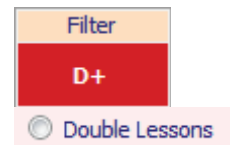
Customize your Labels:

continued...

## Scheduling

### Filtering

The Filter on the Visual Builder Screen has been enhanced to make it easier to show only longer lessons, if you wish:

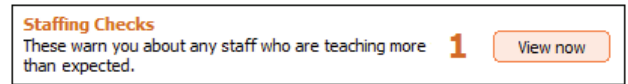


### Checks of your schedule

In **TimeTabler**, when you exit your Current Schedule, some tests are run to check for (red / blue / green) problems, and you are warned if any are found.

This has now been expanded by adding a fourth (orange) test: **Staffing Checks**.

This warns you about any staff who are teaching more than expected (ie. above the 'max' figure you entered for them). You would be warned about this anyway when you run the 'Quality Optimiser' but this new report gives you advance warning while you are still working on the Schedule.



You may then wish to revisit the "View Statistics" screen for more detailed information.

As usual you can turn off this report for the current session, if you wish.

### MAT Reports (MAT = in England only, a Multi-Academy Trust)

Increasingly, many MAT leaders like to have visibility on their staff / group, including the timetabling. If you are asked for this, you can easily produce some MAT Reports that summarise where the timetable is up-to, or what you are working on / planning:

You can quickly create a 'Dump' of all your timetabling data, for importing into a MAT's (or school's) own system. To do this, go to: Export ➡ Customized File and click this button:



### Staff Non-teaching timetable

You can now print/publish a timetable showing just each teacher's Non-teaching Activities (NTA). This can be useful in checking both the *number* and *spread* of your staff's non-contact time.

It shows (just) the following:

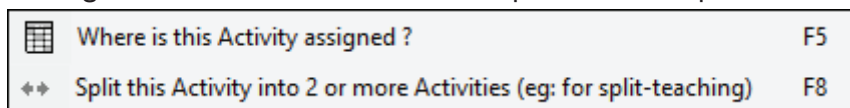
- PPA and other Staff Labels,
- Special Locations,
- any Unavailability.

To see this, go to: **4 Print** ➡ **Non-teaching timetables**

Note: only staff who have NTAs are shown, and only their NTAs ...but if you want to see the staff's other lessons as well, tick here:  Show complete timetable

### Curriculum Diagram Screen

The right-click menu now has 2 more quick-access options:

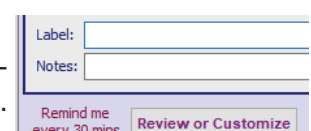


The other 19 options on this right-click Menu are still available of course.

To see the list of all short-cuts in **TimeTabler** visit: [www.timetabler.com/kbart/424-shortcuts-in-timetabler](http://www.timetabler.com/kbart/424-shortcuts-in-timetabler)

### Auto-Backup

The regular pop-up has been enhanced to allow you to go quickly into the Auto-Backup Library, to change the 'reminder' Period, review your past Backups, etc.

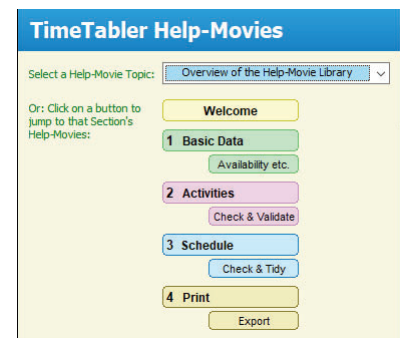


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## HelpMovies

The display of the HelpMovies in the Library has been improved as some Users were finding difficulty with IE or Edge browsers.

It now works well with any Browser, including Chrome.



## Features added later into *TimeTabler 2022* that you may not have seen yet:

- **Exports** to WCBS HUBmis, FACTS (PC School), SEEMiS, SchoolPal have been added or improved.
- **Arbor** : there is now a feature to update *TimeTabler* with minor (room, staff) changes made in Arbor. ie. you can now export from Arbor and import into *TimeTabler* any such changes that you've made in Arbor since you last used *TimeTabler*. This is useful if you have to make any major/structural changes to the timetable, in *TimeTabler*, during the year. We recommend that minor changes to rooms etc are made in Arbor.  
More details at: <https://timetabler.com/kbart/421-review-changes-made-in-your-mis>
- **Unassign** a Block now gives you a choice between 'Container Block' and 'Simple Block'.
- **Swap Teachers** : you can now choose to 'Keep rooms'.
- **Staff Availability** : now includes two extra codes : M = Fixed Meeting, O = Fixed Other. An explanation of all the Unavailability codes is given on the HelpScreen 
- **Importing Basic Data** has been improved, particularly for importing from Arbor.
- **Swap axes** : is now available at the Export button for Staff / Class / Room / Subject / Dept printouts.
- **Set Labels** : there is an extra option of 'All numbers' at Customize  Set Labels.
- **Assistant Teachers** : can now be clearly marked with a + on the Class Timetable Screen. See: Class Timetable Screen  Style  Highlight  Assistants.
- **Export to SIMS** : the export of Levels has been improved.
- **Alternative Curriculum** : the Curriculum Diagram layout has been improved.
- **Combing Chart** : this has been improved for Container Blocks.
- **Staff Proformas** : they can now (optionally) choose to "Hide other Departments' Subjects".
- **Statistics Screen** : now shows how many "Periods not yet staffed" (if there are any).
- **Drag-&Drop** on the Staff Timetable Screen : you now have a choice of speed.
- **The HelpScreens** have been updated, and some HelpMovies. 

Please remember : **before** starting your next New timetable, look **first** at the HelpMovie entitled :



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