

## Import from Keith Johnson's TimeTabler into Facility

## Virtual class group data

Facility uses the entity of a class group to clash check a timetable and also align events (lessons) within areas such as printouts. It should be noted that the import routine has not associated any events with a classgroup (generally referred to as virtual classgroups) which has an impact on two areas of functionality within Facility.

## 1 – Cover

Our standard documentation explains how certain groupings of lessons (i.e teaching groups) can be excluded from requiring cover should their teacher be absent. An example of this is where a school doesn't require their Key Stage 5 lessons covering. The technique used within Facility is to exclude the classgroups within Key Stage 5 from requiring cover but as the lessons are not associated with a classgroup this will not work.

Within the training and documentation provided you will be shown how a classgroup can be added to events after the import to allow the functionality to operate in the default way.

Should all year groups require cover then the lack of a classgroup can be ignored.

## 2 – Printouts

Our standard documentation explains how to print out year group timetables via a 'master classgroup' view. As the events are not associated with a classgroup (virtual) then this is not possible. Although it is possible to filter to a Key Stage and then subsequently to a Year group.

Within the training and documentation provided you will be shown how a classgroup can be added to events after the import to allow the functionality to operate in the default way should you feel this was appropriate.

