

## **Nova T6 and TimeTabler Imports**

## **Service Overview**

If you have completed your schedule in Capita Sims' Nova T6 or Keith Johnson's TimeTabler this year then we are able to offer a service to import it into Facility Administration for you.

This import is completed using a data transfer method; therefore the timetable is imported as a 'flat file' – event by event with resources directly attached. This means, there will be no structure behind the timetable, so you won't be able to see blocks or links and neither will there be 'virtual class groups' attached should you export to Scheduler.

This means that you wouldn't be able to see the timetable displayed as expected in Scheduler's planning matrices or use virtual groups by year for master timetable printouts.

You need to ensure that the codes for core data items – e.g. rooms, staff, subjects and teaching groups are the same in both systems so that the import can make the correct match!

You'll need to provide us with a backup of your 2014/2015 dataset and the timetable export files – instructions are available on how to do this and remote sessions can be arranged if required.

We will import the timetable files into your restored database, check that everything is as expected (as far as is reasonable for us to do) and then return the backup for you to restore to your live system. This will mean completely overwriting the 2014/2015 dataset so nobody should be working in it whilst we are completing the import.

For further information or enquiries please contact your Account Manager.

## **Requirements and Expectations**

- 2014/2015 Facility Dataset Backup Files
- TimeTabler or Nova T6 Export Files
- Matching codes for subject, room and staff between Facility and the timetabling package
- Expectation of a flat file and realisation of restore for full dataset