

Open Timetable User Guide

To view your Course Timetable, go to the drop-down menu on the left hand and select “Course”.

The screenshot displays the NCI Course Timetables interface. At the top left, the National College of Ireland logo is visible. The main header is purple and contains the text "NCI Course Timetables" and "Europe/London (+01:00)". Below the header, there is a search bar with a dropdown menu. The dropdown menu is open, showing three options: "Select a timetable type", "Location", and "Course". The "Course" option is highlighted. To the right of the search bar, there are buttons for "Week", "List", and "Lanes", along with "Expand" and "Split" toggle switches. The main area of the interface is a grid representing a timetable. The grid has columns for days of the week (Mon, Tue, Wed, Thu, Fri, Sat) and rows for time slots (9:00, 10:00, 11:00, 12:00, 13:00, 14:00). The grid is currently empty. At the top right of the grid, there is a "Week 50" dropdown and a date range "06 Sep-12 Sep 2021" with navigation arrows.

A list of courses will appear on the left-hand side.

Go to the Search box and enter your **Course Instance Code**, this can be found by logging in to [myDetails](#) and you also would have received this information by email from NCI.

When adding the course instance code to that field, please ensure that there are no extra spaces.

The screenshot displays the NCI Course Timetables interface. At the top, the National College of Ireland logo is on the left, and the text "NCI Course Timetables" is centered. The top right corner shows "Europe/London (+01:00)".

On the left side, there is a "SEARCH" sidebar with a search input field containing "Course" and a "Select a Department" dropdown. Below these is a yellow "Search" button with a magnifying glass icon. Underneath, it says "Clear selected" and lists three course options, each with an unchecked checkbox:

- *DNS PGDSc in Cyber Security 1 Sept 2022 (PGDCYB_SEP22) - Cloud Security
- BAH in Accounting and Finance 1 Sept 2022 (BAHACF1)
- BAH in Accounting and Finance 2 Sept 2022 (BAHACF2)

The main area shows a weekly grid for "Week 48" from "14 Aug-20 Aug 2023". The grid has columns for "Mon", "Tue", "Wed", "Thu", "Fri", and "Sat", and rows for time slots from 9:00 to 15:00. The "View options" dropdown is set to "09:00 - 22:00, Tue - Sat, Mon, Weeks: Week 48". At the top right of the grid, there are buttons for "Week" (highlighted in green), "List", and "Lanes", along with "Expand" and "Split" toggle switches.

Select the course timetable that you want to view by ticking the box in the top left-hand corner. The classes will appear in the timetable window. The timetable will automatically display classes for today's date. If you would like to view classes for later dates, you can use the scroll buttons on the top right.

National College of Ireland NCI Course Timetables Europe/London (+01:00)

SEARCH << View options ▾ 09:00 - 22:00, Tue - Sat, Mon, Weeks: Week 1 Week List Lanes Expand Split

Course ▾
 Select a Department ▾
 BAHACF1 ✕
 Clear selected

BAH in Accounting and Finance
 1 Sept 2022 (BAHACF1)

1 selected View selected

	Mon	Tue	Wed	Thu	Fri	Sat
9:00	BUSINESS LAW FOR ACCOUNTING AND FINANCE Lec Location: Room 2.02					
10:00						
11:00		MATHEMATICS FOR BUSINESS AND FINANCE Lec Location: Room 2.02		FINANCIAL ACCOUNTING 1 Lec Location: Mayor Suite		
12:00						
13:00						
14:00	FUNDAMENTALS OF MANAGEMENT Lec Location: Room 1.02					
15:00						

You can view more information about the class, such as Type of class (Lecture, Lab, Tutorial), Room name and so on, by clicking on the class. A list of information will then appear on the right-hand side.

The screenshot displays the NCI Course Timetables interface. At the top, the National College of Ireland logo and the title 'NCI Course Timetables' are visible. The current time zone is set to 'Europe/London (+01:00)'. A search bar on the left shows 'BAHACF1' selected. The main timetable grid shows a class 'BUSINESS LAW FOR ACCOUNTING AND FINANCE' on Monday from 9:00 to 12:00 in Room 2.02. A detailed view of this class is open on the right, showing the following information:

Property	Value
Class Name	BUSINESS LAW FOR ACCOUNTING AND FINANCE
Type	Lec
Description	Business Law for Accounting and Finance
Type	Lec
Date	19/09/2022
Day	Monday
Time	09:00-12:00
Taught by	Finlay U
Room Name	Room 2.02