To search bookings and schedules via TimeEdit

UID is one of the departments at Umeå University which uses TimeEdit for schedules.
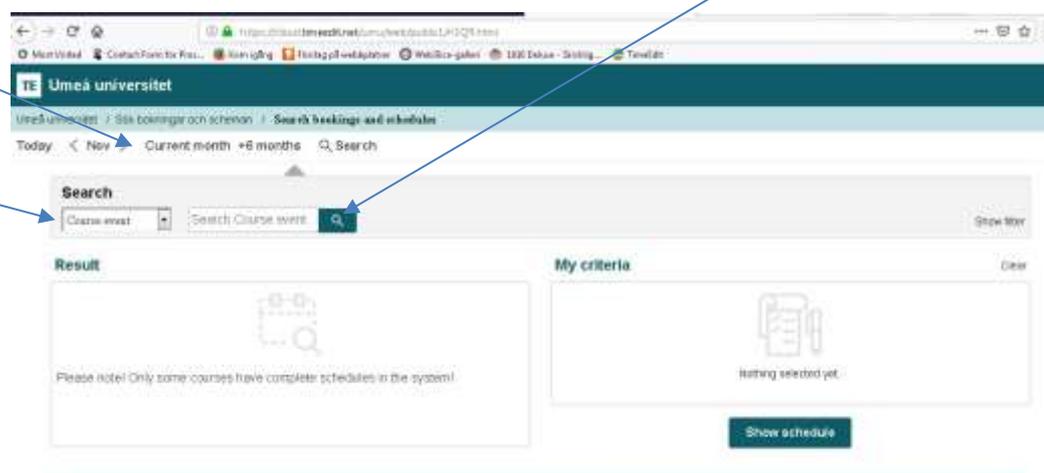You can find the search via this link:

English version: https://cloud.timeedit.net/umu/web/public1/ri1Q9.html

Swedish version: https://cloud.timeedit.net/umu/web/public1/ri1Q7.html

First check if the dates are as you want them. If you want to change dates click on "CURRENT MONTH" to choose start date and then "+6 MONTHS" for end date.
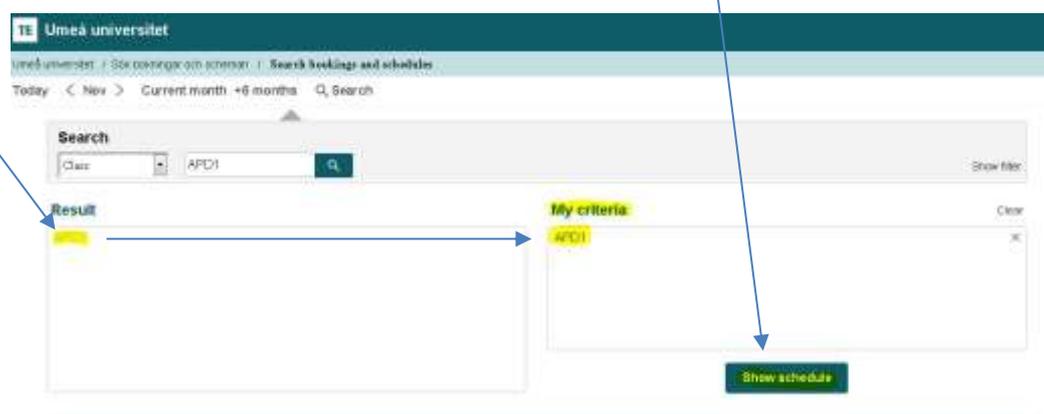
Choose "Class" and write the class name. Then click the "search button"

Now you have a search result

Click on the search result so it goes over to the right side under "My criteria"
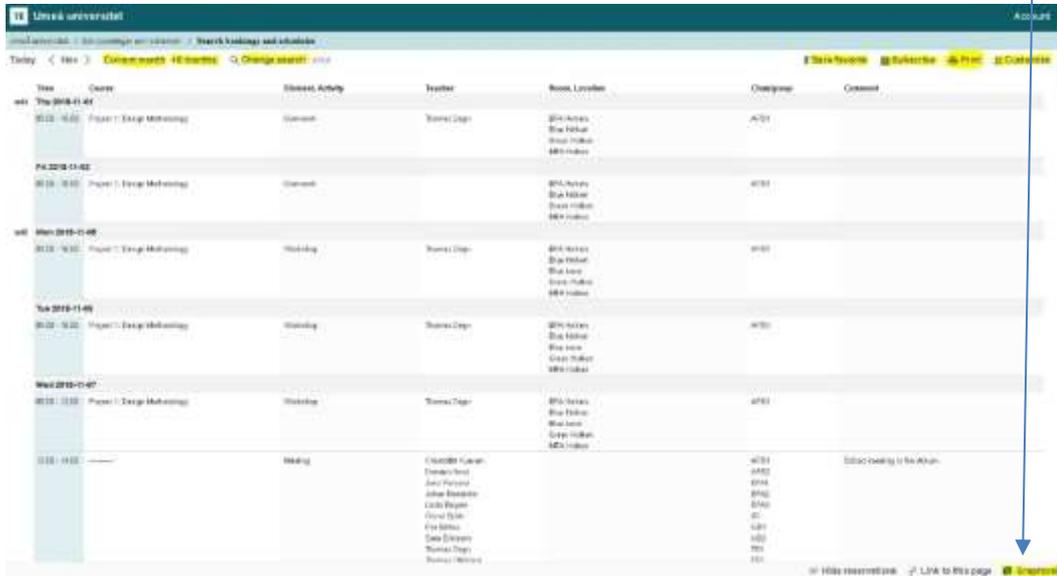If you are satisfied with your choice, click on "Show schedule"

Schedule:

If you want to change to another date click on "CURRENT MONTH" to choose an new start date and "+6 MONTHS" for a new end date. Or you can return to do a new search by clicking on "CHANGE SEARCH".

To the right you have some options. **Save Favorite** is Save Favorite. **Subscribe** means that you can have your schedule in a calendar. **Print** is Print. If you click on **Customize** you have different alternatives to customize your schedule.

The schedule is in text format but you can change to graphical by clicking on "Graphical" in the right end corner.

Observe! If you save the link as a bookmark/favourite, note that the schedule is just a snapshot of the schedule. To update the schedule you need to press F5. Make it a habit to always press F5 when you have opened a schedule.

If you choose to subscribe you will get any updates automatically. The same goes if you use Export under Customize.

Let us look at Customize

If you click on Customize you will get a menu with different folders where you can change the layout of your schedule. Test the different options.

Under the folder "Export", you can export to different formats. For instance to iCal where you can export your schedule to your mobile phone.