

The Interactive Scheduling System



Features and requirements

Feature List:

- PC and web-based Clients
- Drag and drop timetable editing (within and between timetable grids)
- Unlimited numbers of resources (staff, rooms etc)
- Seven resource types (modules, rooms, staff, groups, students, equipment and teams) and seven classification types (courses, departments, event categories, faculties, fixtures, layouts and sites)
- Equipment tracking
- Group/student and group/sub-group membership structure — to any level
- Dynamic Usage Charts to quickly identify availability
- SMS communication with staff and students
- Undo and Redo (up to 100 operations)
- Inter-site travel times
- Scheduling of bank holidays and other 'global' events
- Fixed and preferred resources for Modules and Groups
- Inventory of fixtures and fittings for each room assists in room selection
- Default and alternative seating layouts (and capacities) for each room
- 'Incompatible' resource combinations
- Special needs of staff and students accommodated
- Event granularity of 1 minute
- Colour-coded events (by event category, department or faculty)
- CSV Import/Export
- Timetable Rollover
- Advisers offer advice on availability and suitability of rooms, staff and times
- Statistics for resources at a glance

Security

- LDAP support
- Comprehensive user and role based access rights from a global level to that of individual resources
- Ability to assign multiple roles per user

Clash Checking

- Dynamic or retrospective clash checking
- Advisers help resolve clashes

How to find out more

To discover more about CELCAT *Timetabler* Client telephone +44 (0)24 7646 9930 or email info@celcat.com. We can arrange for an account manager in your area to contact you to arrange a free onsite demonstration of all of *Timetabler's* functionality.

Getting Technical

Minimum Specifications

Database server

- SQL Server 2000 or greater/SQL Server 2005 Express (provided on CD)
- 512 Mb RAM
- Pentium-compatible 800MHz processor
- Server PCs (CELCAT Server and CELCAT Web Server)
- Windows 2000 (any version)
- Windows XP (any version)
- Windows 2000
- 512 Mb RAM
- Pentium-compatible 400MHz processor

Client PCs (CELCAT Client, CELCAT Admin, Utility Programs)

- Any version of Windows (except Windows 95/98 and NT4)
- 516Mb RAM
- Pentium-compatible 400MHz processor

Web Client PCs

- Internet Explorer 6+, Netscape 7 and Firefox





CELCAT is a world leader in scheduling and student attendance monitoring software for post secondary education. As the developer of the popular CELCAT *Timetabler* product we are proud to acknowledge that our software is used by more than 400 institutions in over 30 countries.



CELCAT was established in 1979. With over a quarter of a century of experience working with academic institutions, the foundations for our state-of-the-art education software have been well laid. CELCAT *Timetabler* has been marketed since 1989, and we are confident that our tried-and-trusted reputation will ensure its continued success. A testimony to the enduring achievements of this benchmark product!

The schedulers' choice

CELCAT *Timetabler* is an interactive timetabling system for PCs that is used to schedule courses, classes and manage room bookings. Whatever your situation, *Timetabler* helps you save time and money when creating course schedules. This robust, flexible, multi-user Windows application with web access meets a wide variety of needs. From a single college department to a large scale multi-site university *Timetabler* provides a solution to fit your specific requirements.

When using *Timetabler* to create and publish class schedules you have access to a range of powerful and useful features designed to put you in control. Its resource management capabilities provide the means to monitor and optimise resource usage.

For timetablers

If there's one thing that schedulers are short of, it's time. *Timetabler's* wide range of features means it has never been quicker or easier to schedule courses and classes.

Attractive and functional timetable grids enable you to add or modify events, check for clashes or seek advice on available resources. A user-friendly event window makes it simple to assign equipment, students, modules, staff, teams, groups and rooms to an event or part of an event, and to alter or set the weeks the activity runs over.

Timetable grids are easily accessible. Tabs on resource records windows allow you to access the timetable for any individual resource type. With a single click you can

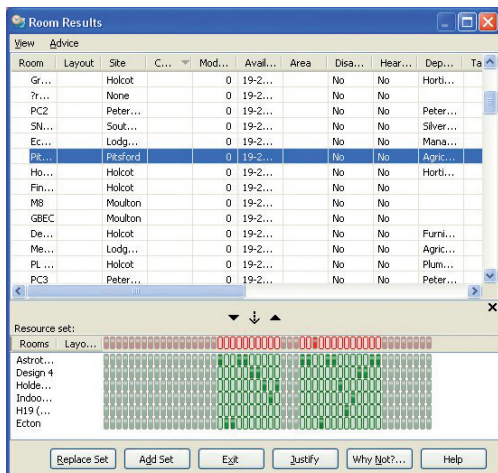
switch between record details, timetables and statistics. In fact, you can create, view and print timetables and statistics for any of the seven resource types available.

Other useful features include:

Drag and drop editing, this standard *Timetabler* functionality allows you to move and copy events, even between different timetable grids. Extensive undo and redo options allow you to experiment with different scenarios with full confidence that event changes can easily be reversed. The facility to colour-code teaching activities by category, department or faculty makes grids and printouts easier to understand as well as being visually more pleasing. Standard printing options allow you to customise and print timetables in either a grid or list style presentation. Statistical details can be generated using worked data in *Timetabler* that may be output to a printer or spreadsheet application. Flexibility also is greatly enhanced by the ability to have as many resource windows and timetable grids open as you need at any one time. Using a global timetable editor you can easily store site-wide events such as public holidays ensuring that clashes don't occur. You can also copy or roll your whole timetable over each year removing the need to create everything from scratch.

Assisted timetabling

Computer assisted timetabling is taken to a whole new level with the following Client based functions:



Clash checking

Whether you need to clash check timetables dynamically as you create events, clash check a single event, or run a clash check process post-timetabling, the Clash Check Wizard is there to help.

Clash Checker allows a wide range of common problems to be detected, such as incomplete events and double booked or inappropriately assigned resources, making them easy to isolate. When combined with *Timetabler's* powerful Advisers, you can be sure that if there is a solution to be found, *Timetabler* will find it for you.



Advisers

Powerful advisers provide comprehensive scheduling advice on availability and suitability of rooms, staff and times for a proposed event. If you are trying to find a suitable room for an event running over multiple weeks and there is not a room that is available for all weeks, the Adviser allows users to find rooms that are a close fit. This facility allows you to select different rooms that will accommodate the event across all of the weeks.

What if you know the resources you need to bring together, but need to find a suitable time when they are all free at the same time? The Times Adviser is there to assist you in just such a scenario.

Event Wizard

This is a powerful utility that allows you to make changes to multiple activities as part of a batch process. For example, if a teaching room is suddenly out of commission, you can use the Event Wizard to move all of the affected events to another room in a single operation.

Resource Wizard

This batch edit wizard allows you to edit multiple resource records in a single operation. For example, if you wanted to add a piece of inventory to a group of rooms, you can perform this process as a single task using the Resource Wizard.

Office Wizard

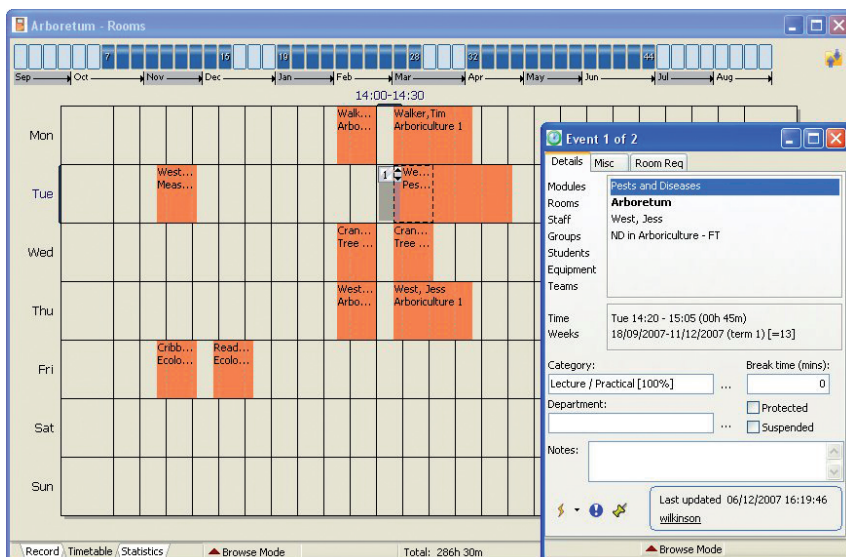
The Office Wizard helps you create Word or Excel Spreadsheet documents containing timetables or statistical information. For example, if you need to output statistical information about resource usage in a spreadsheet format for a senior management meeting, the Office Wizard gives you the facility to access the worked data in *Timetabler* for just such an occasion.

Clash Checker also allows you to ensure that your resources are being used in an efficient and intelligent way. It does this by checking for inefficient rooming, staffing or for missed teaching targets. This mean you can be confident that your resources usage is being efficiently optimised.

Clash Checker provides the ability to check for insufficient breaks, free days, travel times between sites or excessive room layout changes. It makes sure that your timetable works smoothly on a day-to-day basis.

Mailing Wizard

This useful addition to the *Timetabler* suite of wizards allows users to send emails to groups of individuals (staff or students) with just a few clicks of the mouse. You can now broadcast emails with timetable attachments to multiple individuals in a single process. The Email Wizard utilises the email addresses stored in student and staff details in the *Timetabler* record windows.



Managing resources

Timetabler is about more than creating events. It enables you to manage your resources so that you save time, effort and money.

Managing rooms

Timetabler puts you in control. You can assign rooms to certain campuses, catalogue their fixtures and fittings, and list what layouts are available for rooms. Along with the capacity for each layout, rooms can also be categorised by faculty or department. Once *Timetabler* has comprehensive information about your estate, choosing the right room for an event becomes even easier.

Statistics

Statistics are a powerful and important management tool. *Timetabler* automatically converts information about your resources and how they are used into user-friendly statistics. With the tabbed screens it is simple to produce a statistical analysis of resource use (including standard room utilisation figures), while the Office Wizard transfers these statistics into Word or Excel. So, no more sifting through piles of figures to get the information you need; with *Timetabler* it's at your finger-tips.

With Timetabler you can:

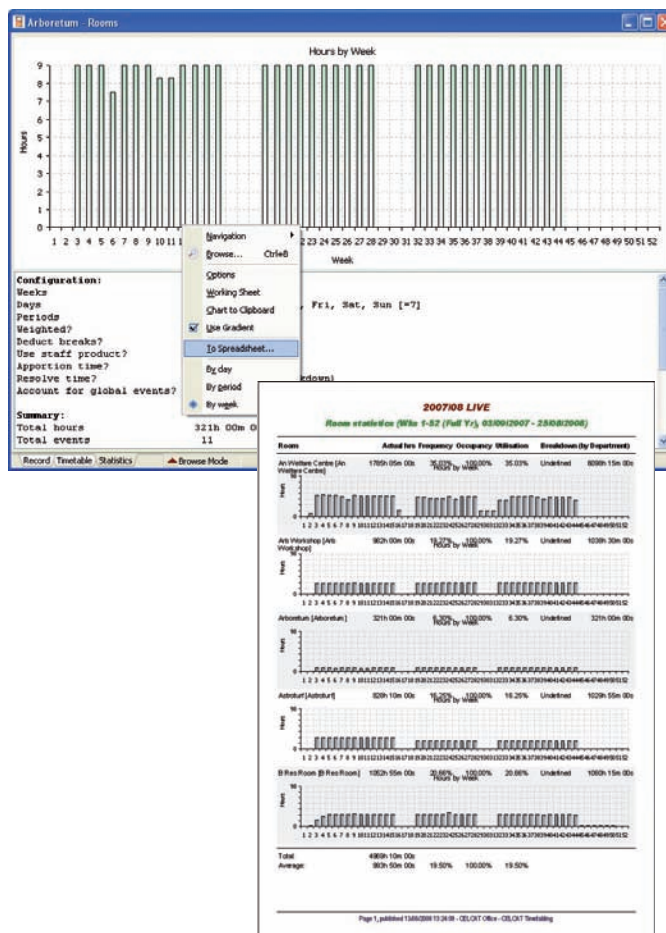
- Manage group/student and group/subgroup membership to any level
- Record charges for rooms and equipment
- Specify fixed and preferred resources for modules and groups that need to work with particular staff or in certain rooms using set equipment
- Specify incompatible resource combinations to prevent mistakes
- Record if staff or students have special access or hearing needs and match them with rooms that fit their requirements
- View and print usage charts showing resource use on masse for a date, week, or week span

Great looking printouts:

- Printed timetables available for any resource, either as a grid or as a list

Easy web timetables:

- Publish your entire timetable to the intranet or internet
- Automated publishing service ensures you have an up-to-date timetable available to users — with no extra work for you
- Choose to publish in html, PDF or both — html timetables link to PDF format, so timetables are quick to publish, easy to view online and easy to print
- Hyperlinks in timetables allow you to move between resources



The Schedulers' Choice

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