Using CELCAT Calendar for Phase 1

Log in to <u>CELCAT Calendar</u> and log in with your Imperial username and password via the Log in button on the top right hand corner.

Timetables can be checked via a **Module**, **Group** (student group) or **Team** (used to indicate the domain or topic under the module).

To view your timetable via a module:

- 1. In **Type** select **Modules** in the drop down.
- 2. In **Resources**, type 'MEDI...' and select the relevant module.
- 3. If you wish to view a non-banner code module type 'mbbs' in **Resources** and select the relevant module.

To view your timetable via a group:

- 1. In **Type** select **Group** in the drop down.
- 2. In **Resources**, type the group e.g. 'a1a' and select the group.

To view your timetable via a team:

- 1. In **Type** select **Teams** in the drop down.
- 2. In **Resources**, type the phase e.g. '1a' or '1b' or '1c' and select the relevant topic or domain.

Use the arrows where the calendar is displayed to navigate across dates and use the buttons on the right-hand side (month/week/day/list) to see different views.

Click in an event to view all details associated with it in the left-hand pane.