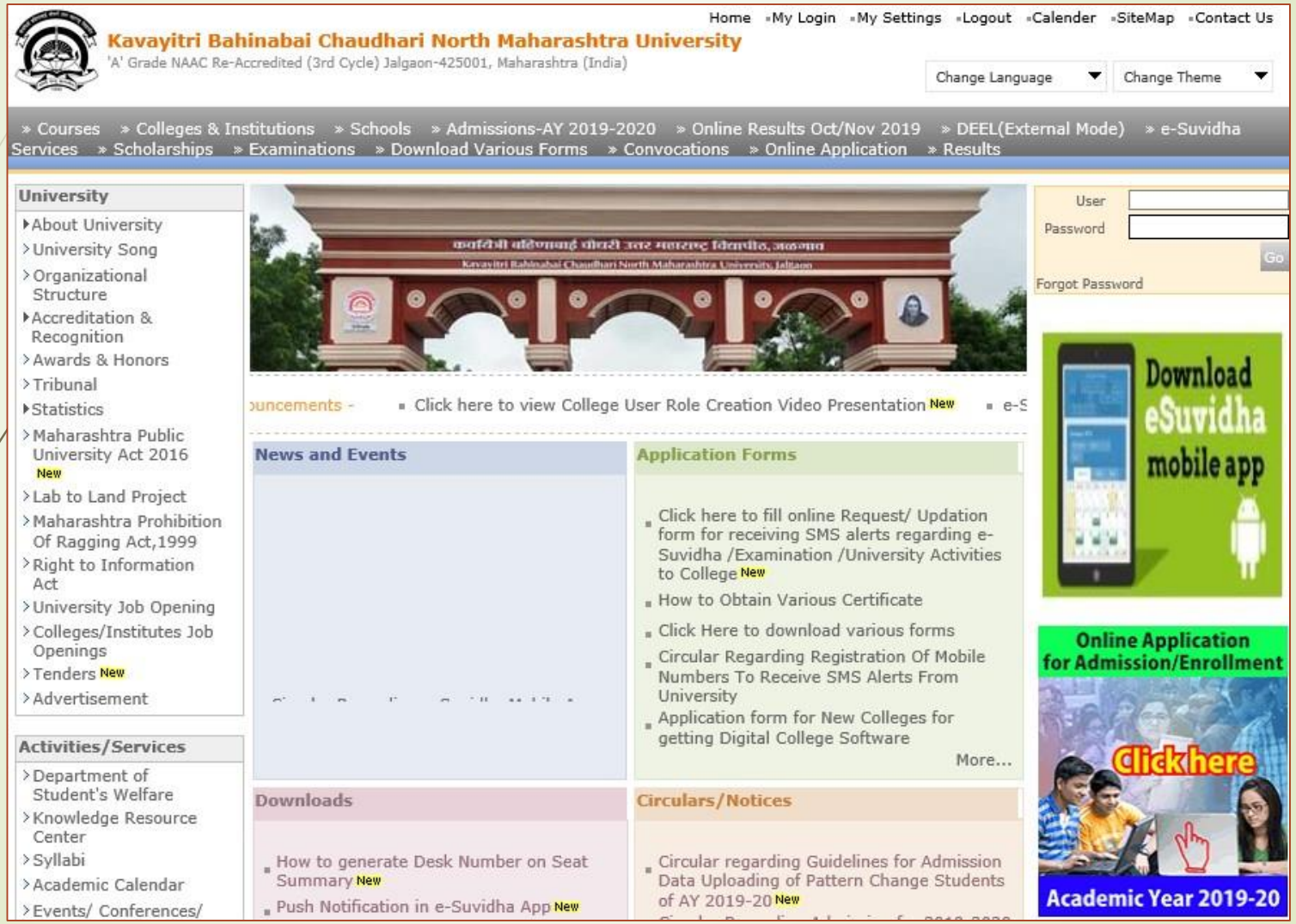
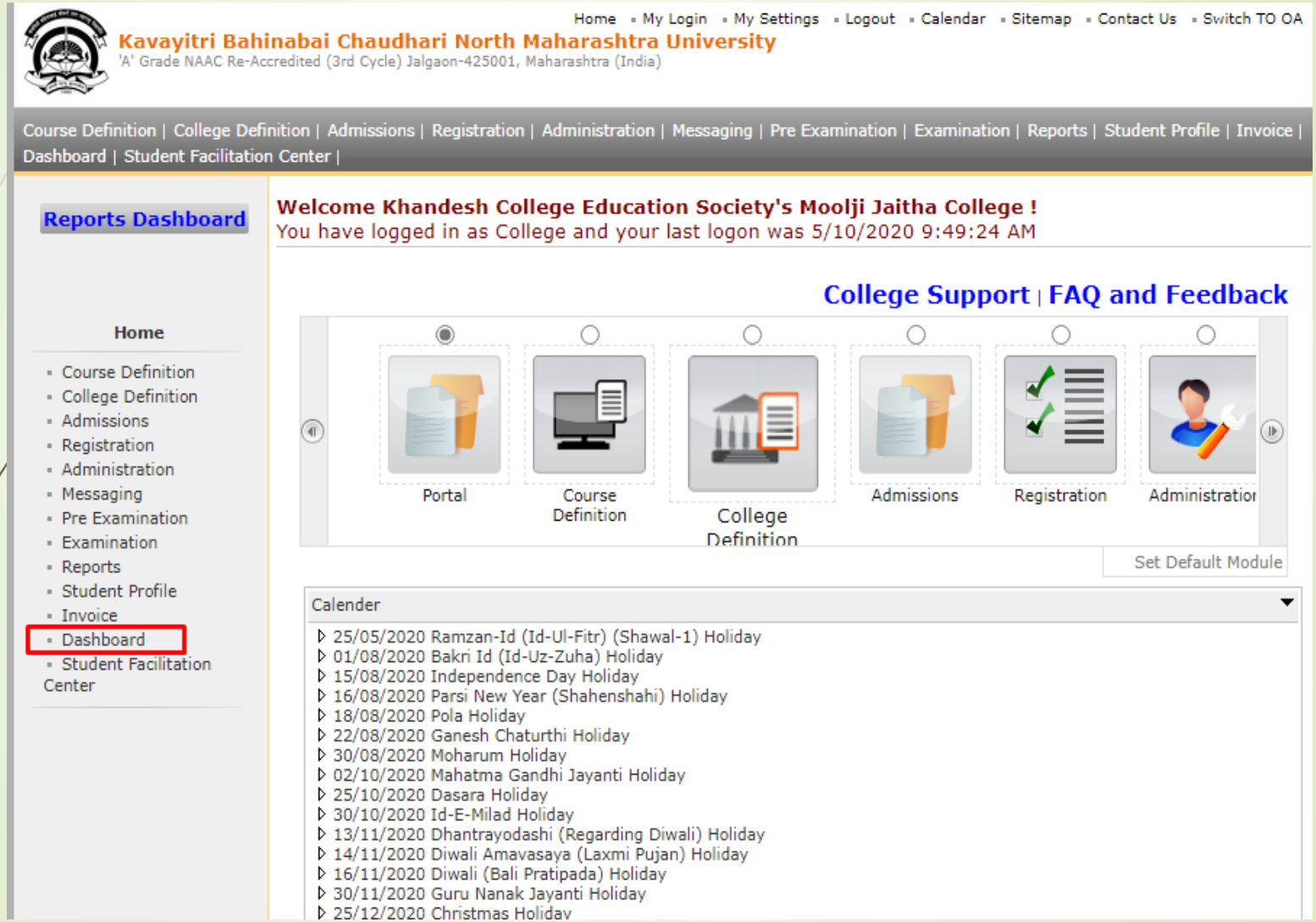
Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

How To do Timetable Management

Log on to http://nmuj.digitaluniversity.ac and Enter your college Username and password

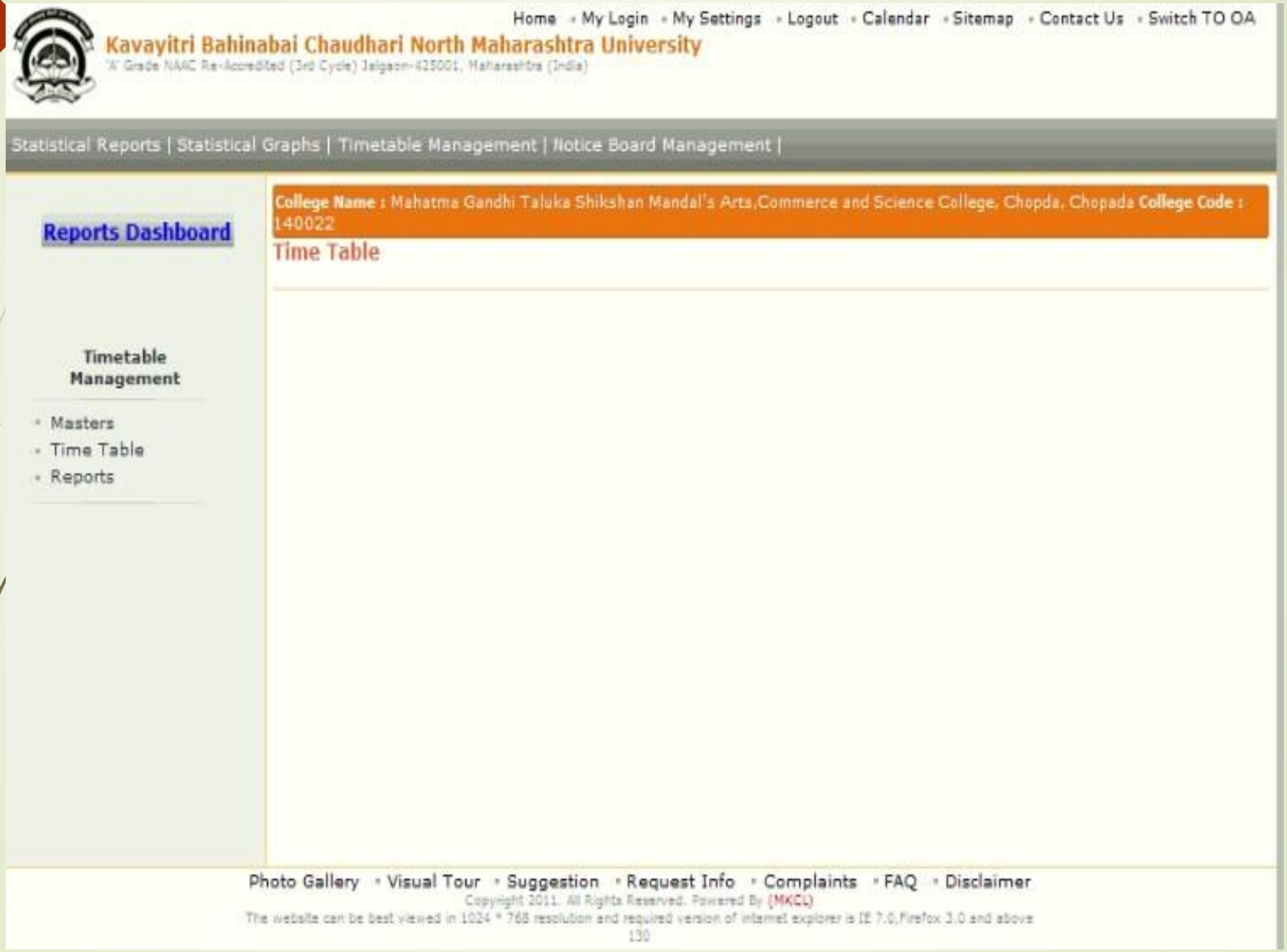


Click on “Dashboard” Tab

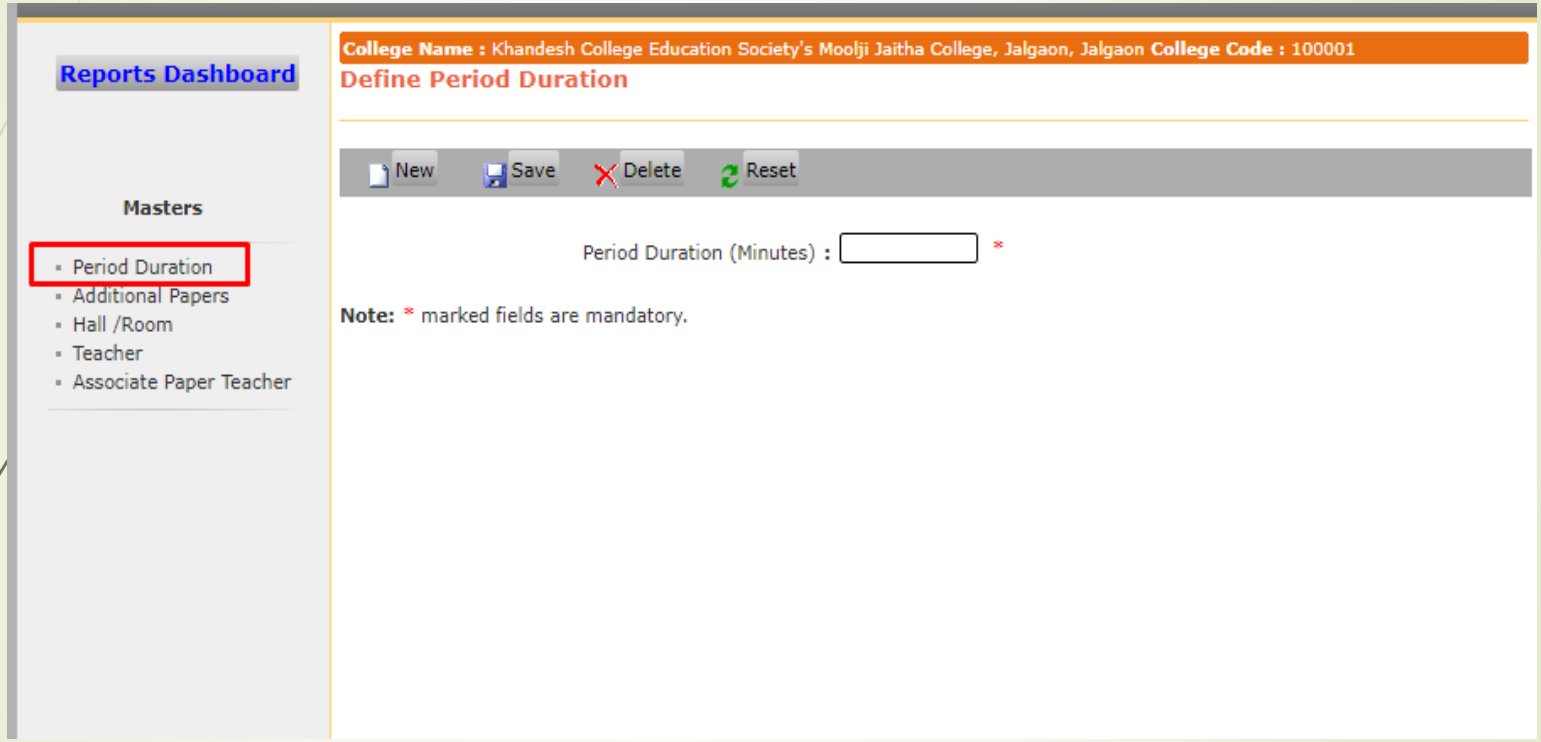


Click on “Timetable Management” Tab

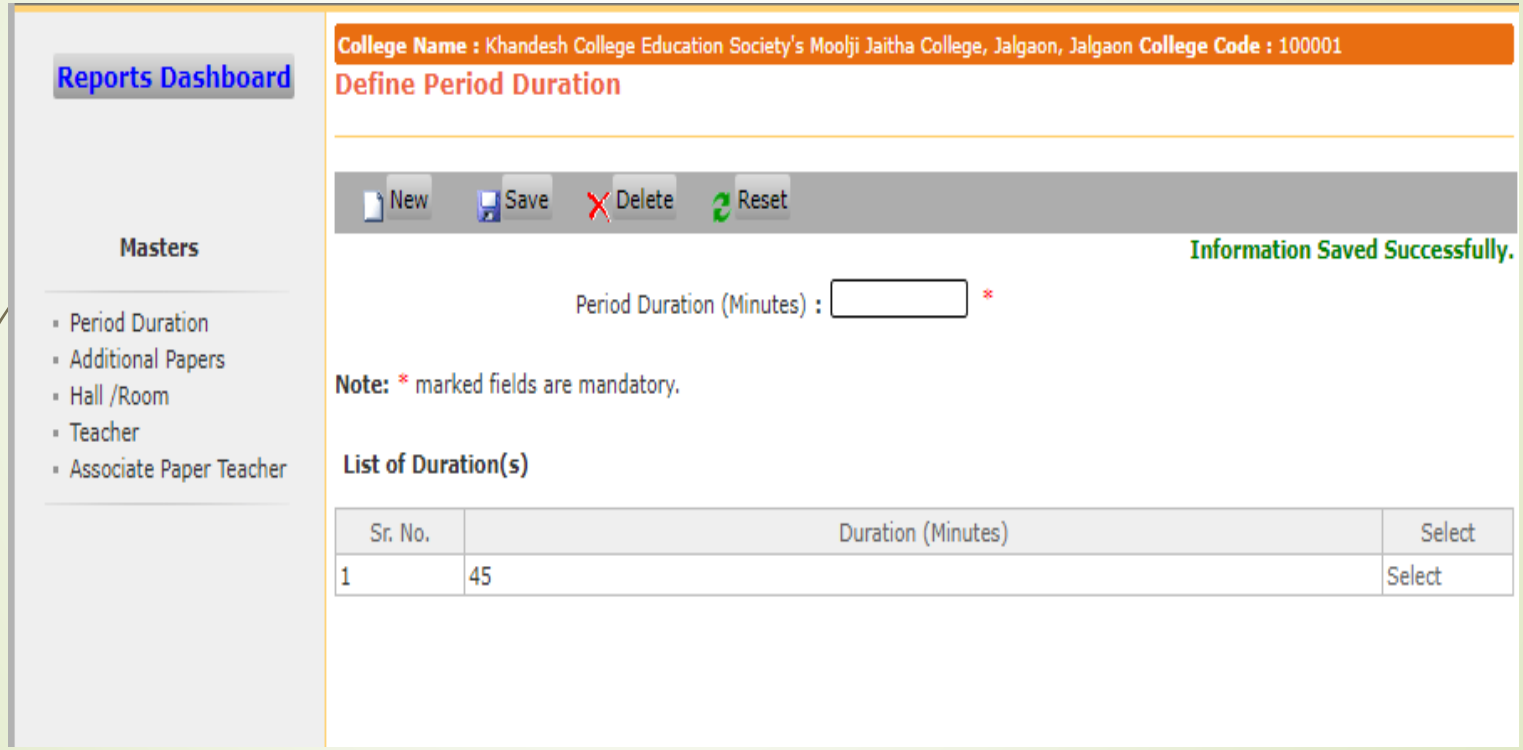
Click on “Masters” Tab



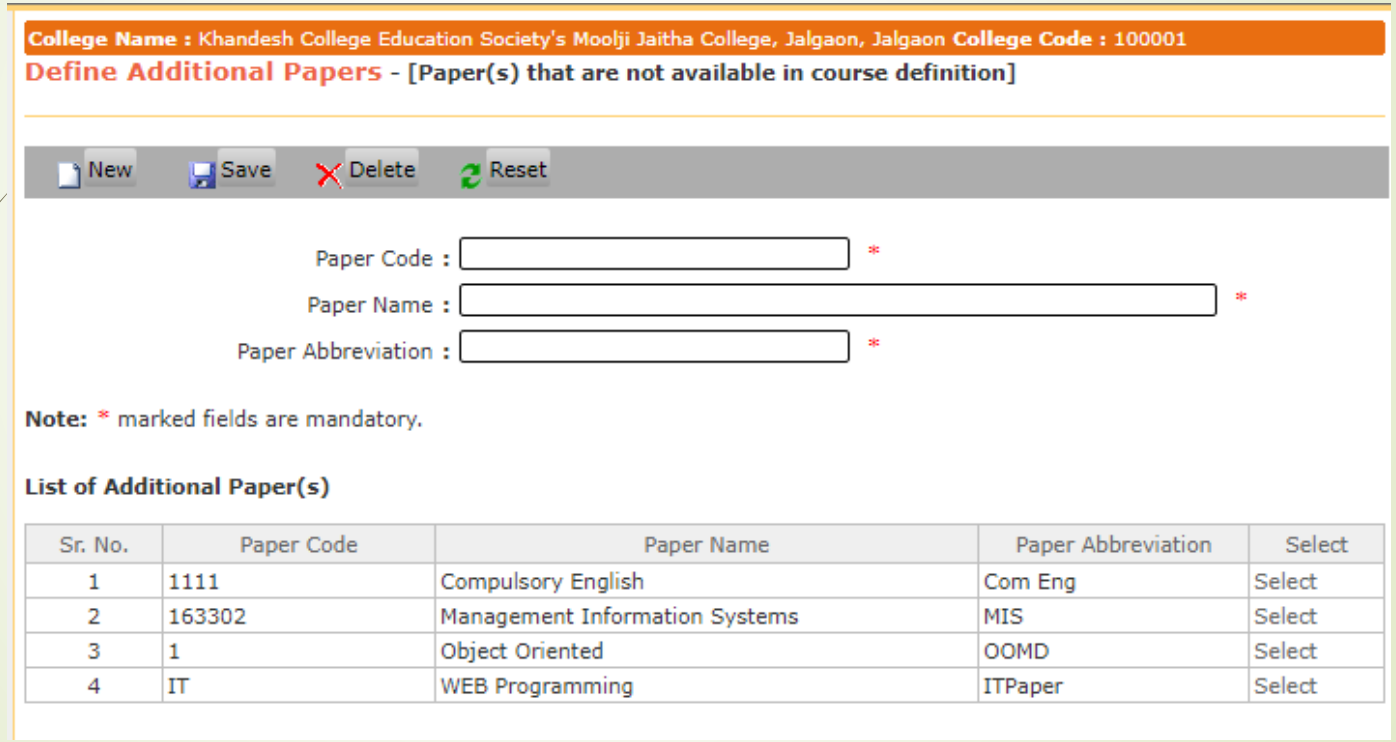
Click on Period Duration to define Period



Enter Duration in minutes and click on save button



To Define Additional Papers, Click on Additional Paper link



College Name : Khandesh College Education Society's Moolji Jaitha College, Jalgaon, Jalgaon **College Code :** 100001

Define Additional Papers - **[Paper(s) that are not available in course definition]**

New Save Delete Reset

Paper Code : *

Paper Name : *

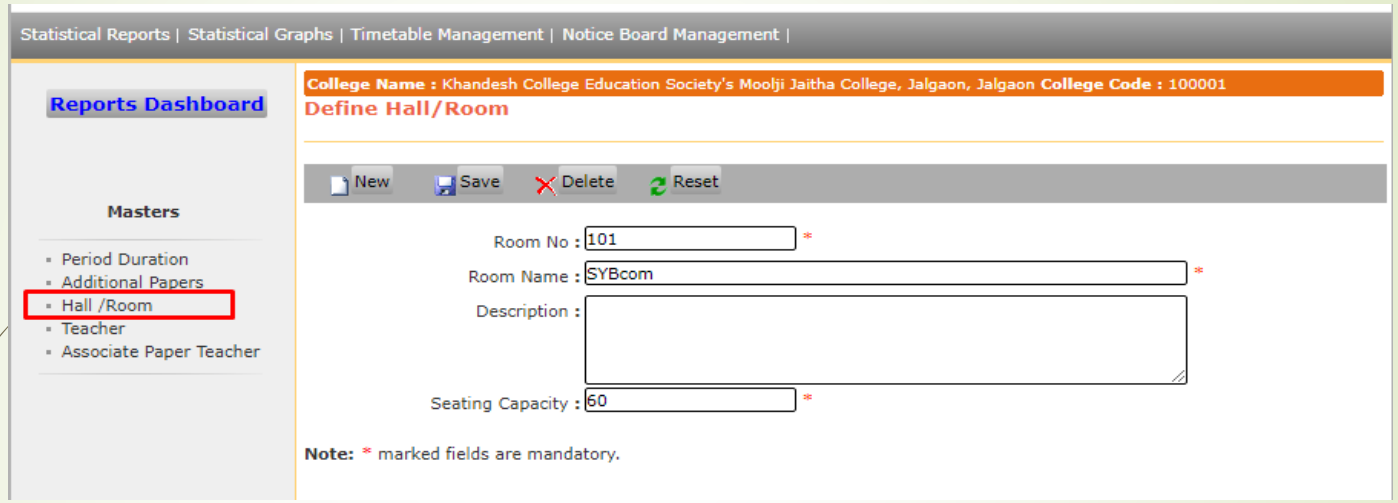
Paper Abbreviation : *

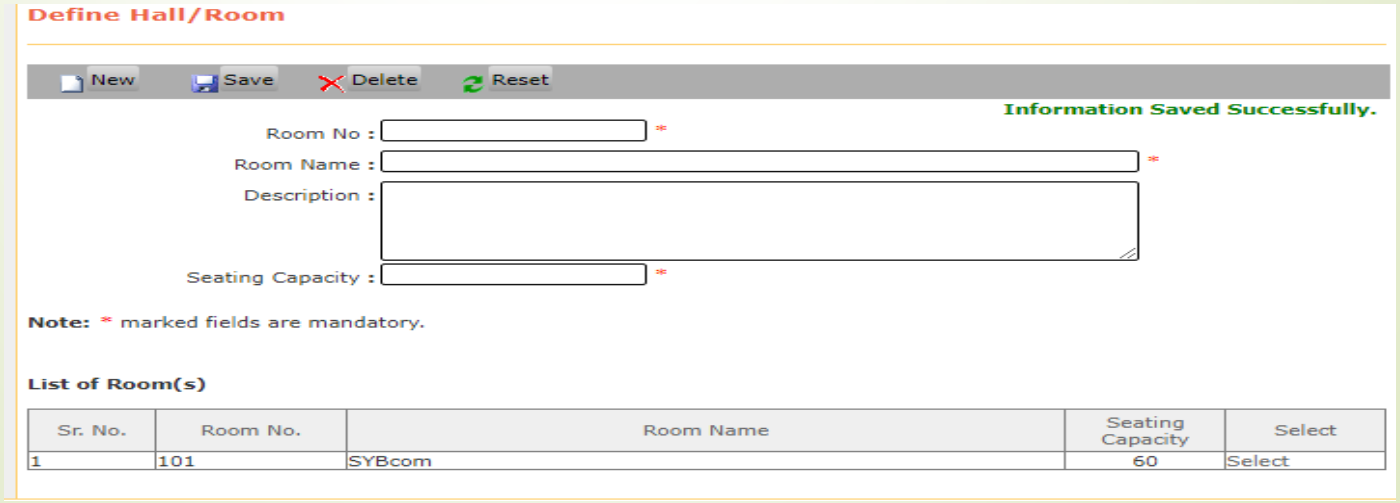
Note: * marked fields are mandatory.

List of Additional Paper(s)

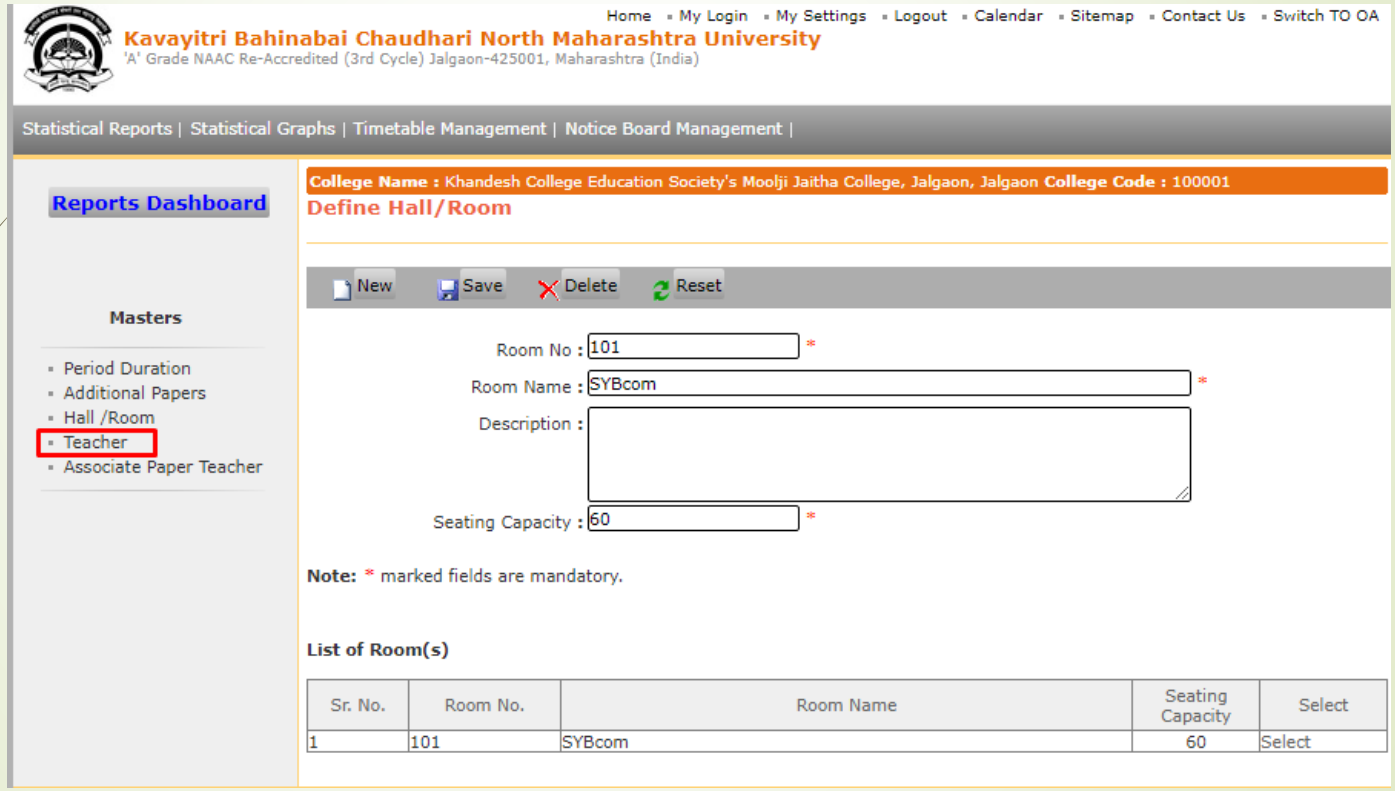
Sr. No.	Paper Code	Paper Name	Paper Abbreviation	Select
1	1111	Compulsory English	Com Eng	Select
2	163302	Management Information Systems	MIS	Select
3	1	Object Oriented	OOMD	Select
4	IT	WEB Programming	ITPaper	Select

To Define Room Hall Details click on Hall/Room Link, Enter Details and click on save

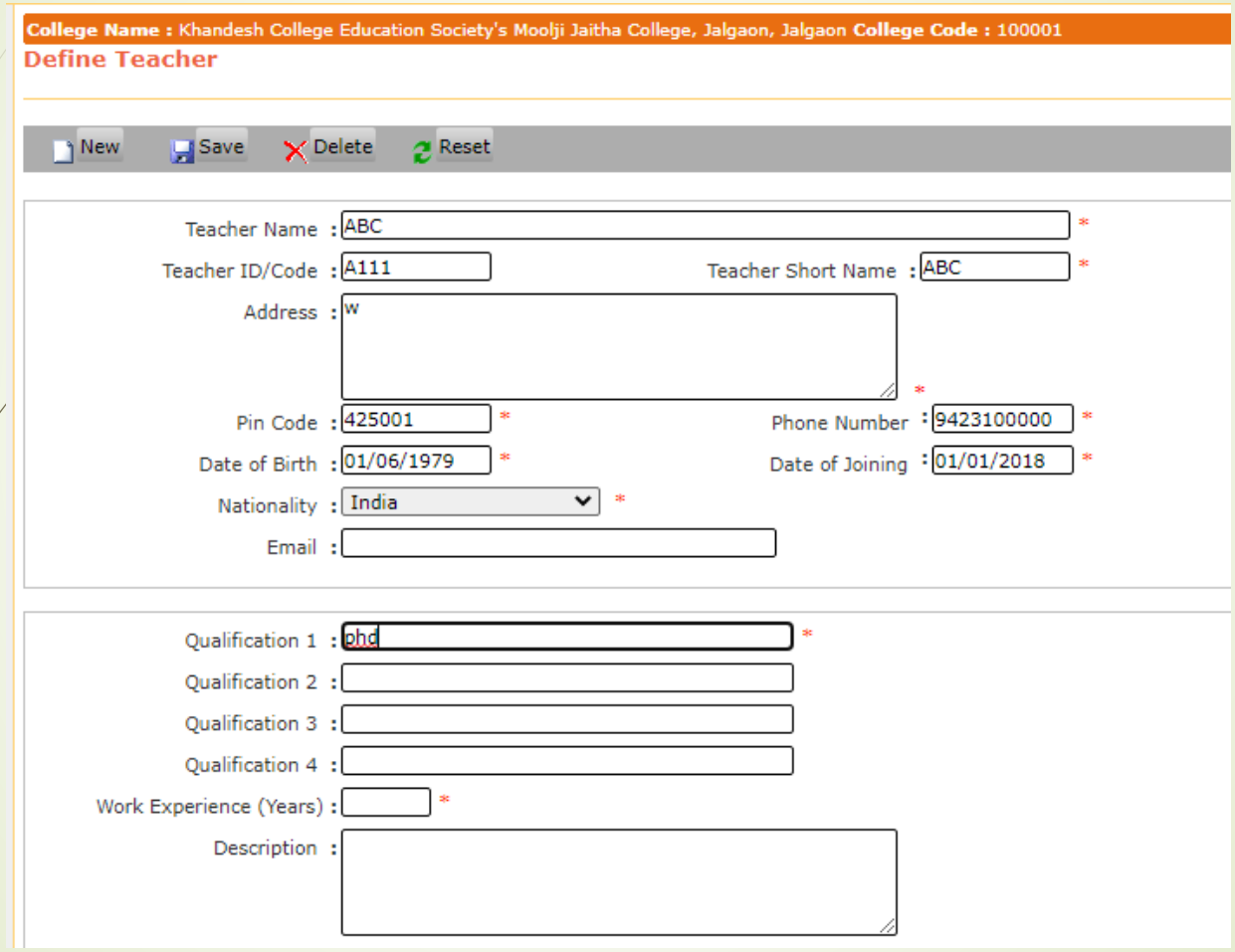




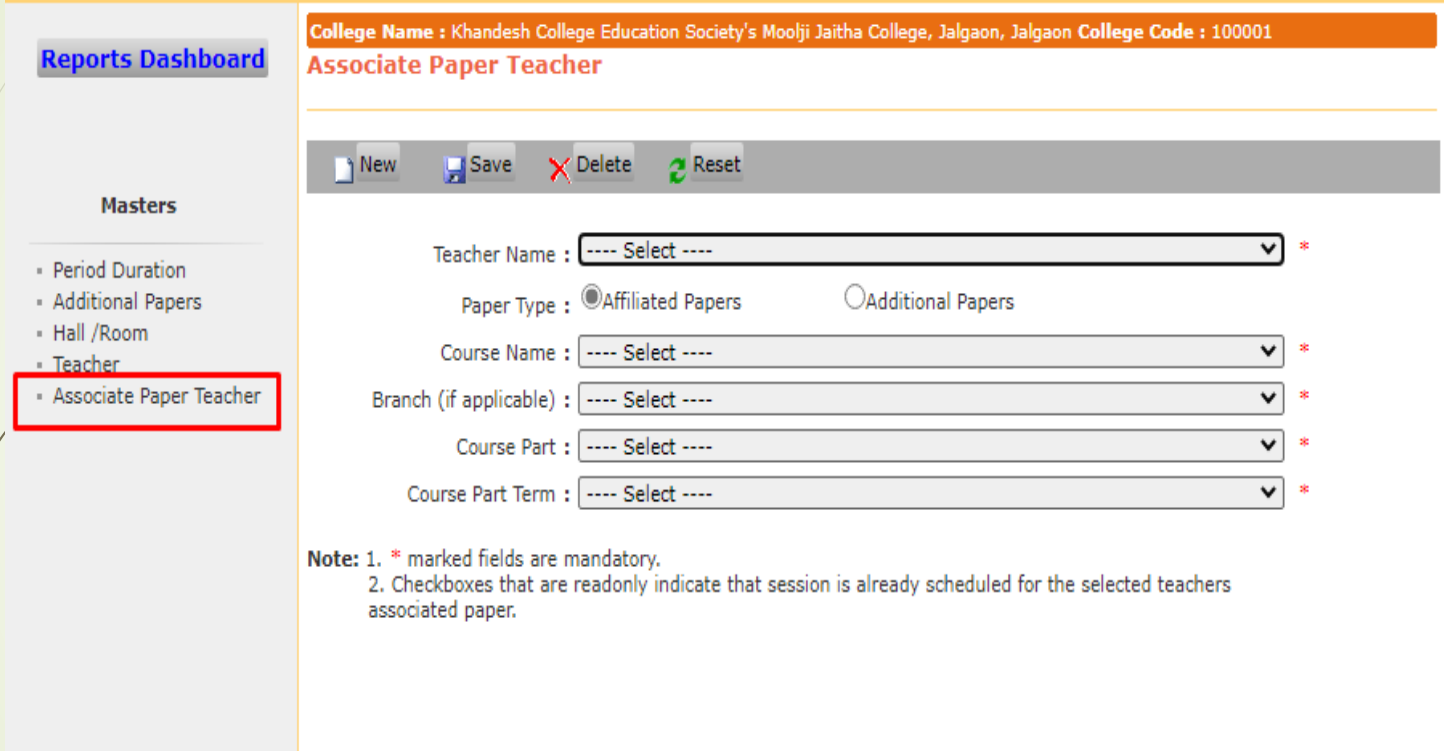
To Add Teachers Details, Click on Teacher Link



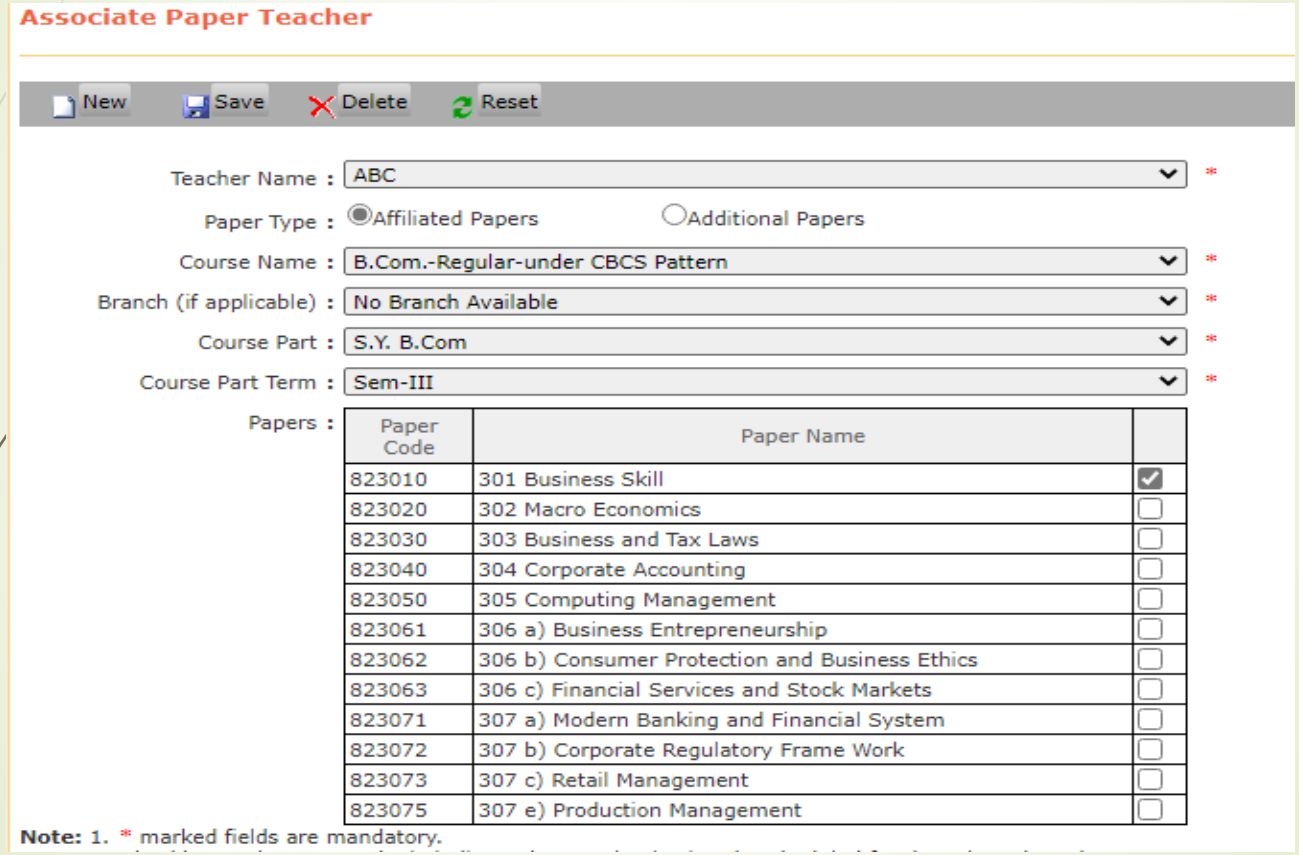
Enter Teacher Information



Associate Subject to teachers



Select Teacher and course details, paper list will be displayed below



Associate Paper Teacher

New Save Delete Reset

Teacher Name : ABC *

Paper Type : (•) Affiliated Papers ( ) Additional Papers

Course Name : B.Com.-Regular-under CBCS Pattern *

Branch (if applicable) : No Branch Available *

Course Part : S.Y. B.Com *

Course Part Term : Sem-III *

Papers :

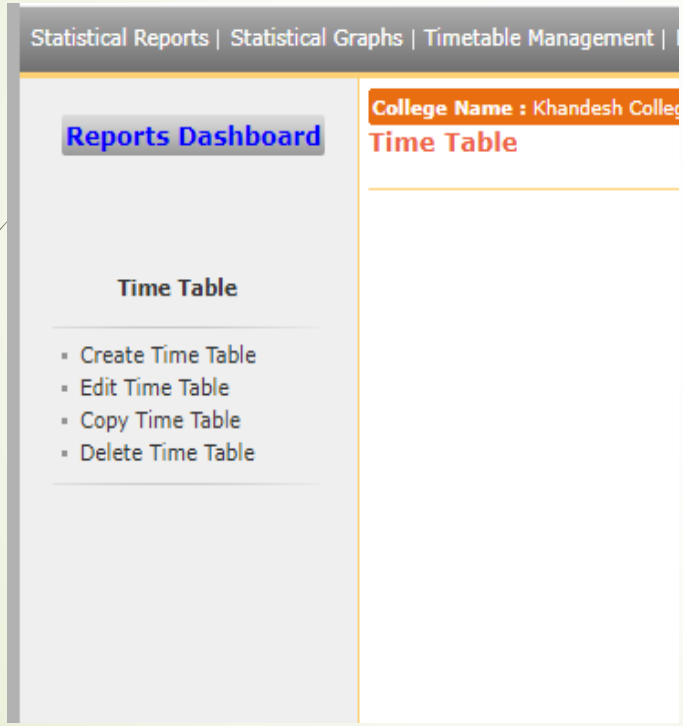
Paper Code	Paper Name	
823010	301 Business Skill	☑
823020	302 Macro Economics	☐
823030	303 Business and Tax Laws	☐
823040	304 Corporate Accounting	☐
823050	305 Computing Management	☐
823061	306 a) Business Entrepreneurship	☐
823062	306 b) Consumer Protection and Business Ethics	☐
823063	306 c) Financial Services and Stock Markets	☐
823071	307 a) Modern Banking and Financial System	☐
823072	307 b) Corporate Regulatory Frame Work	☐
823073	307 c) Retail Management	☐
823075	307 e) Production Management	☐

Note: 1. * marked fields are mandatory.

Select the paper and click on Save button

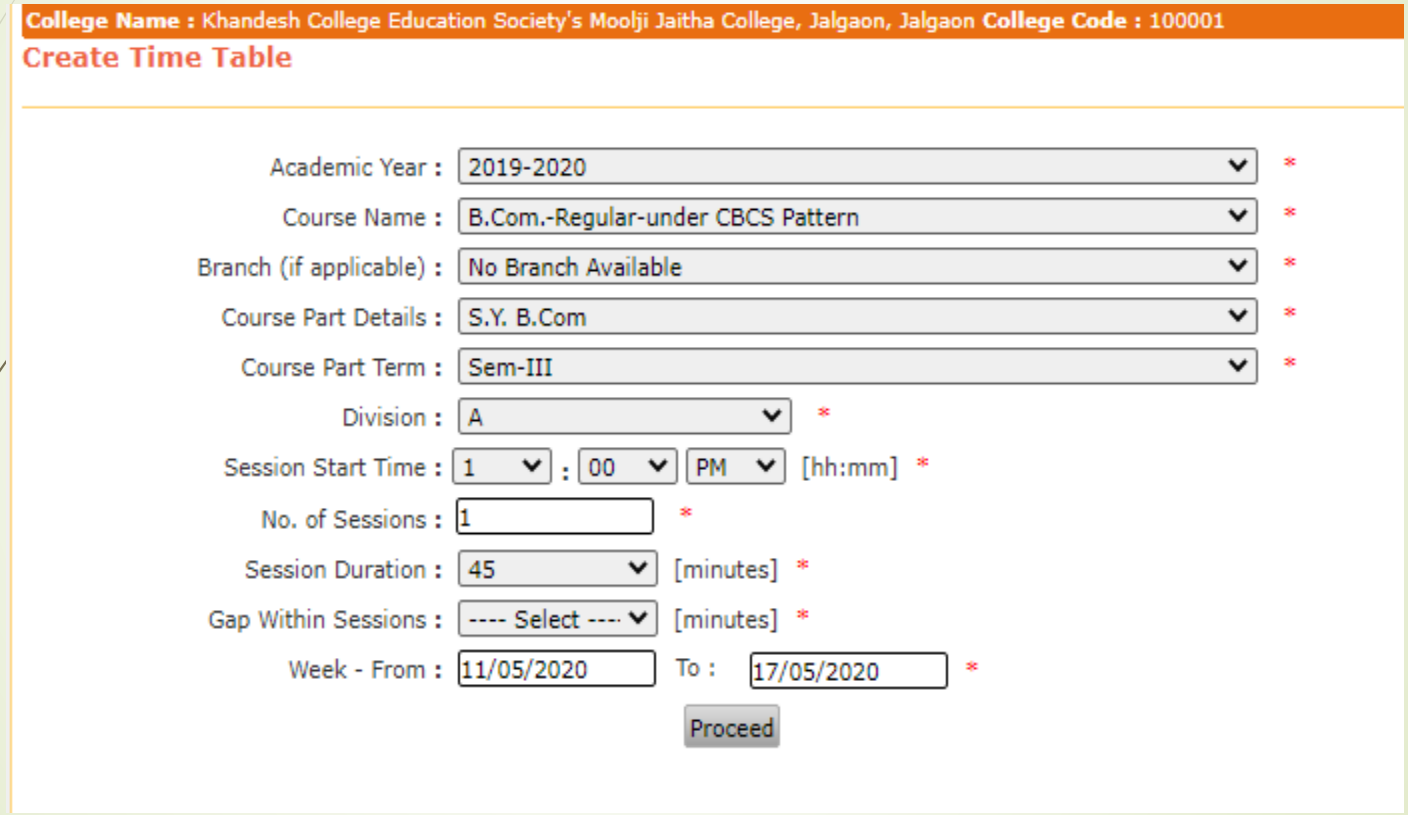
Go to Timetable link

Time table link are following links



- Create Timetable
- Edit Timetable
- Copy Timetable
- Delete Timetable

Create Timetable: Select all required details as below



Click on Add Button of each day

College Name : Khandesh College Education Society's Moolji Jaitha College, Jalgaon, Jalgaon **College Code :** 100001

Create Time Table - 11/05/2020 - 17/05/2020

Course	B.Com.(with credits) - Regular - under CBCS Pattern - S.Y. B.Com		
Acadamic Year	2019- 2020	Session Start Time	1:00 PM
Duration	45 min	No of Session	1
Gap within Session	45 min	Division	A

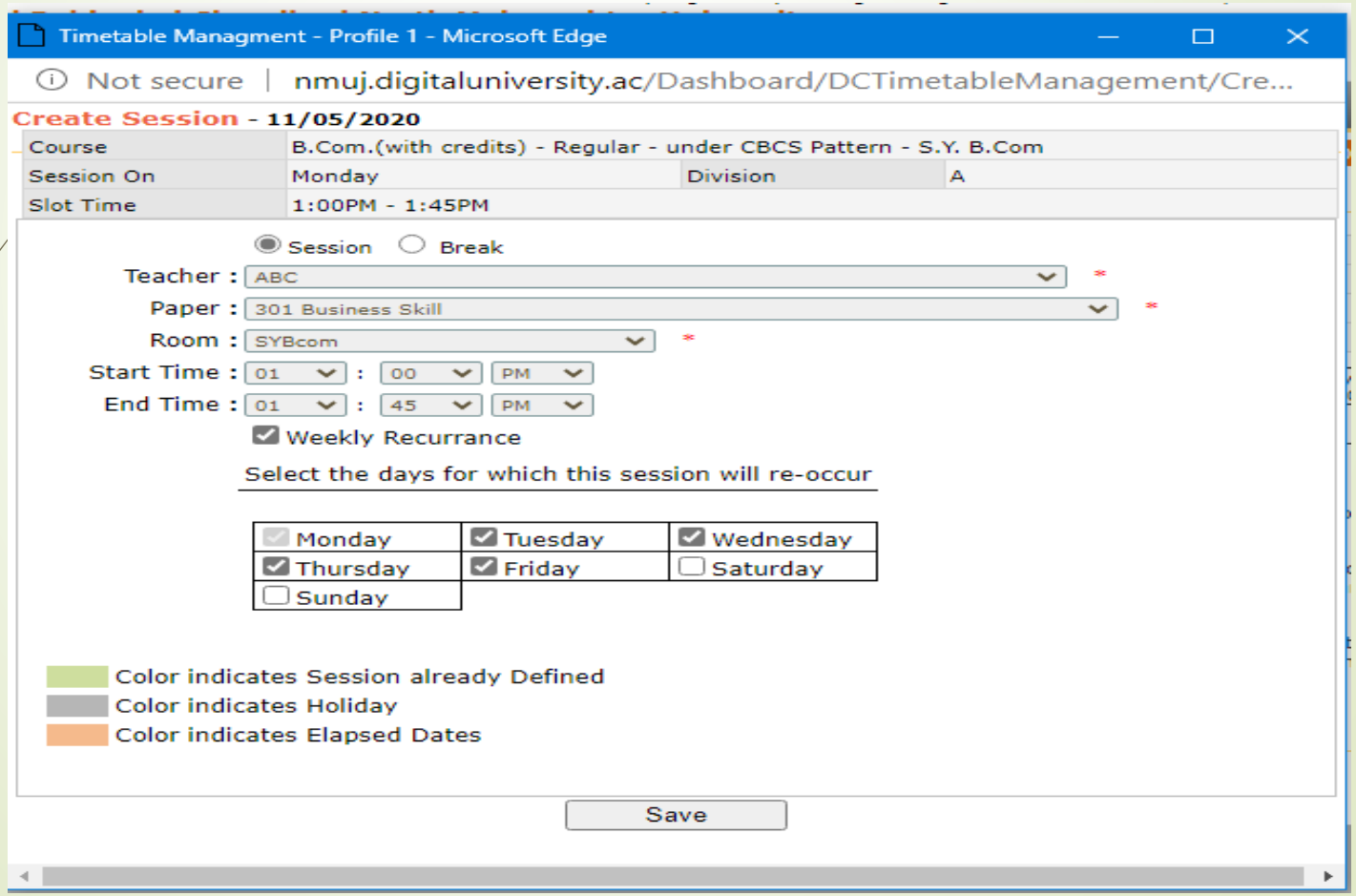
Slot Time	Monday 11/05/2020	Tuesday 12/05/2020	Wednesday 13/05/2020	Thursday 14/05/2020	Friday 15/05/2020	Saturday 16/05/2020	Sunday 17/05/2020
1:00PM - 1:45PM	Add	Add	Add	Add	Add	Add	Add

Note :

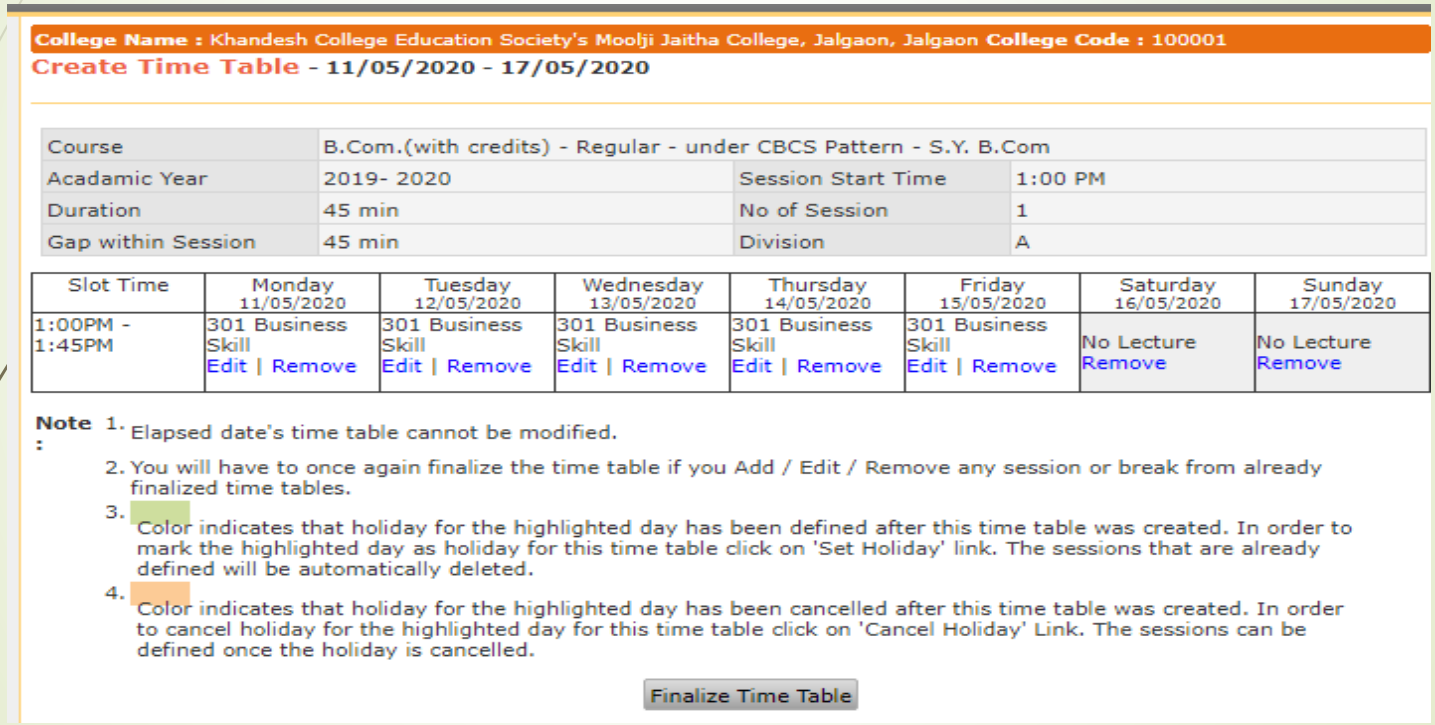
1. Elapsed date's time table cannot be modified.
2. You will have to once again finalize the time table if you Add / Edit / Remove any session or break from already finalized time tables.
3. Color indicates that holiday for the highlighted day has been defined after this time table was created. In order to mark the highlighted day as holiday for this time table click on 'Set Holiday' link. The sessions that are already defined will be automatically deleted.
4. Color indicates that holiday for the highlighted day has been cancelled after this time table was created. In order to cancel holiday for the highlighted day for this time table click on 'Cancel Holiday' Link. The sessions can be defined once the holiday is cancelled.

Finalize Time Table

Fill all, teacher, paper, room details and click on save button



Timetable will be saved as below, Repeat this step to all papers of respective course part term.



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1:00PM - 1:45PM	301 Business Skill Edit | Remove	301 Business Skill Edit | Remove	301 Business Skill Edit | Remove	301 Business Skill Edit | Remove	301 Business Skill Edit | Remove	No Lecture Remove	No Lecture Remove

Note :

1. Elapsed date's time table cannot be modified.
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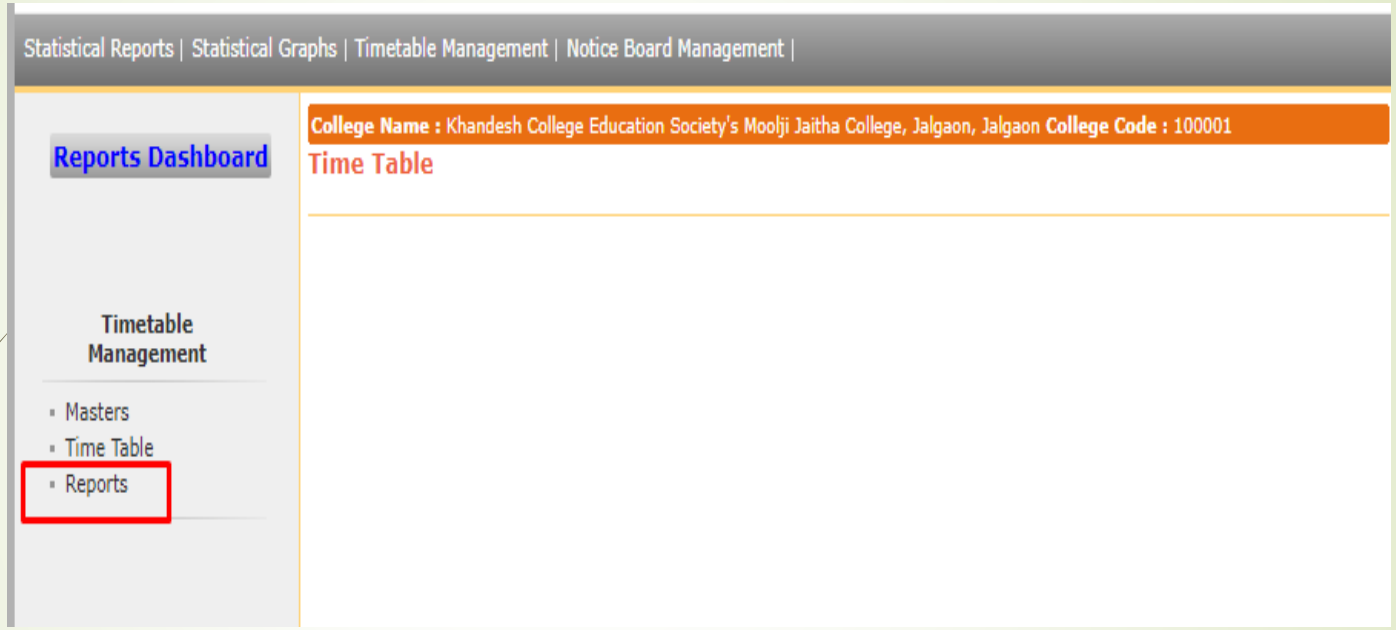
Finalize Time Table

After Completing all paper definition, click on Finalize timetable button

- Edit Timetable link Provides facility to edit timetable
- Copy timetable link provide copy timetable to week wise or month wise facility
- Delete timetable faculty is used to delete timetable

To view the report of timetable click on reports links



Timetable Report link had following reports

- This reports is helpful to generate reports on various criteria to help colleges.

Thank You...!

❖**For Any Assistance Contact;**

e-Suvidha Student Facilitation Center,
Room No :101
Dr. A.P.J. Abdul Kalam Vidyarthi Bhavan,
Kavayitri Bahinabai Chaudhari, North Maharashtra University, Jalgaon.

Phone - 0257-2258418, 9403002042, 9403002015, 9403002018, 9403002054, 9403002024, 9403002082,

Email - sfc@nmuj.digitaluniversity.ac