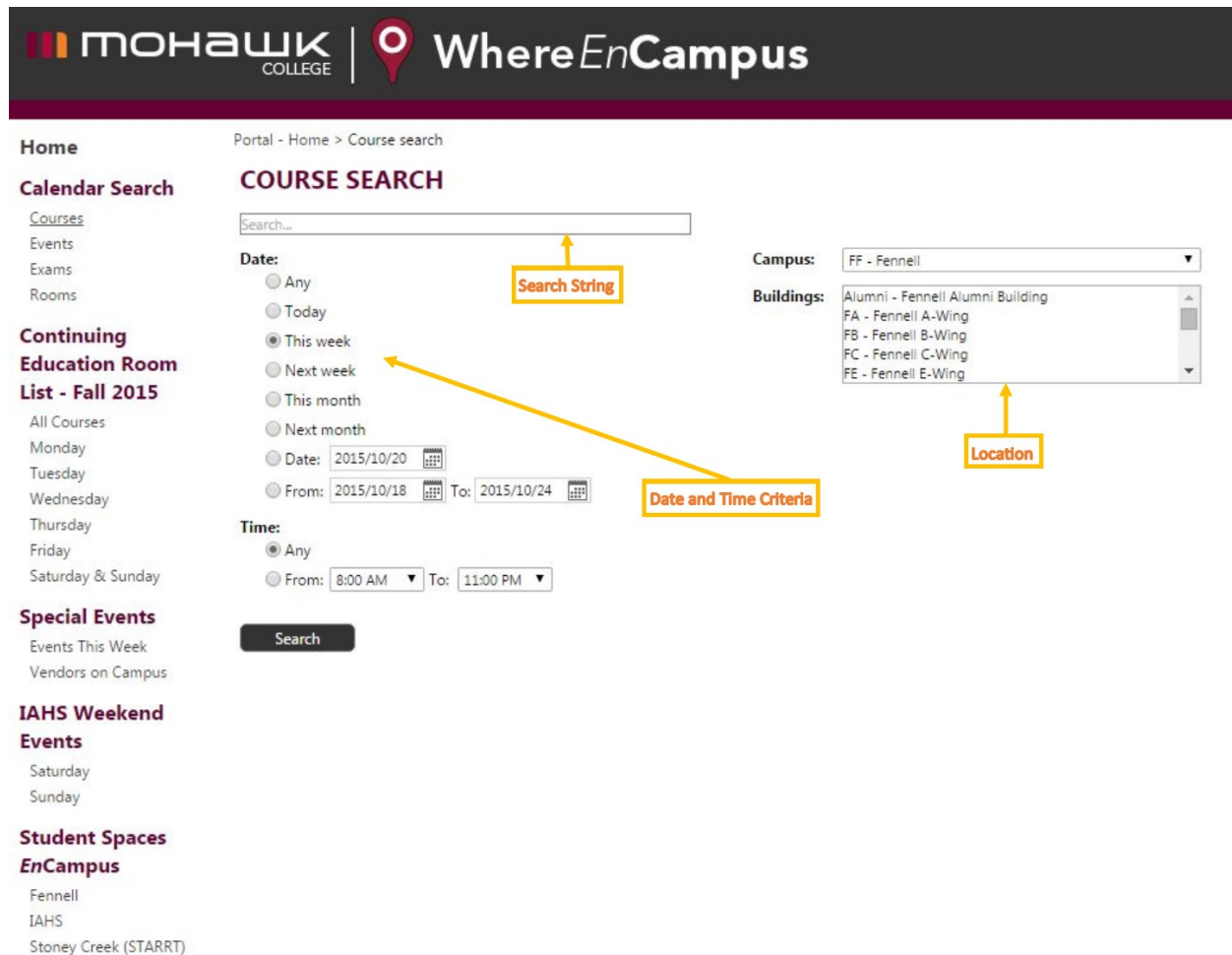


Calendar Search Overview

The WhereEnCampus Portal Offers Users a Calendar Search for Courses, Events, Post-Secondary Exams, and Rooms.

- [Courses](#) – Search for Post-Secondary and Continuing Education courses.
- [Events](#) – Search for Event Bookings including Meeting Room Bookings, Special Events, and External Courses/Testing/Exams.
- [Post-Secondary Exams](#) – Search for Post-Secondary Exams.
- [Rooms](#) – View room calendars for any space on campus for the current semester.

Calendar Search > Courses – Course Search



The screenshot shows the 'COURSE SEARCH' interface. On the left is a navigation menu with categories like 'Calendar Search', 'Continuing Education Room List - Fall 2015', 'Special Events', 'IAHS Weekend Events', and 'Student Spaces EnCampus'. The main search area includes a 'Search...' input field, a 'Date' section with radio buttons for 'Any', 'Today', 'This week', 'Next week', 'This month', and 'Next month', and a 'Time' section with radio buttons for 'Any' and 'From: 8:00 AM To: 11:00 PM'. A 'Search' button is at the bottom. On the right, there are dropdown menus for 'Campus: FF - Fennell' and 'Buildings: Alumni - Fennell Alumni Building, FA - Fennell A-Wing, FB - Fennell B-Wing, FC - Fennell C-Wing, FE - Fennell E-Wing'. Three yellow callout boxes with arrows point to the search input field (labeled 'Search String'), the date/time selection area (labeled 'Date and Time Criteria'), and the buildings dropdown (labeled 'Location').

Search String – Enter Course Code, Course Name, or CRN. Course Code and Course Name can be searched using full or partial course information. Leave blank to show all courses. Use Event Search for all external and non-Post-Secondary/Continuing

Education courses. **Note** – If searching for a full course code (i.e ACCT-CB101), users must include the dash to display correct search results.

Date and Time Criteria – Select to search by date and time.

Location – Course Search will default to Fennell Campuses. Use drop down menu to search for courses at another Wing, Building, or Campus. Select Campus to search all space within that Campus, or select specific Building to limit to a specific wing.

Basic Navigation

The screenshot shows the 'WhereEnCampus' search results page. Annotations include:

- Login**: A yellow arrow points to the 'Login' button in the top right corner.
- Navigation Bar**: A yellow arrow points to the breadcrumb trail: 'Portal - Home > Course search > Course Search Result'.
- Show Result Records**: A yellow arrow points to the 'Show Result Records' button above the table.
- Narrow Down Search**: A yellow arrow points to the 'Search: Post-Sec' dropdown menu.

Course	Course Name	Course Type	Term	CRN / Section	Start Date	End Date	Day of Week	Start Time	End Time	Campus / Roi	Calendar
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12452	9/9/2015	12/18/2015	Tues	9:30 AM	11:00 AM	FF / H009	[Calendar Icon]
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12452	9/9/2015	12/18/2015	Fri	8:00 AM	9:30 AM	FF / E004	[Calendar Icon]
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12453	9/9/2015	12/18/2015	Wed	9:00 AM	10:30 AM	FF / H009	[Calendar Icon]
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12453	9/9/2015	12/18/2015	Thurs	12:30 PM	2:00 PM	FF / E004	[Calendar Icon]
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12455	9/9/2015	12/18/2015	Tues	9:30 AM	11:00 AM	FF / H009	[Calendar Icon]
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12455	9/9/2015	12/18/2015	Fri	8:00 AM	9:30 AM	FF / E004	[Calendar Icon]
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12456	9/9/2015	12/18/2015	Wed	9:00 AM	10:30 AM	FF / H009	[Calendar Icon]
ACCT-10008	Acctg 3-Fin Acctg Concepts	Post-Secondary Courses	201535	12456	9/9/2015	12/18/2015	Thurs	12:30 PM	2:00 PM	FF / E004	[Calendar Icon]

Navigation Bar – Use the navigation Bar to navigate to previous screens. Using the Browser’s back button may result in a “Webpage has expired” error.

Search Result Records – Search Results show a default of 30 records per page for faster results. Use arrows to move between pages. Use drop down menu to show more or less results per page.

Login – Login for Faculty and Staff to access All User Guides and Self Service Bookings.

Narrow Down Search – Use to further refine search results. The results list is filtered and highlighted to show matching records.

Calendar Views – *Monthly*: Displays Monthly Calendar. *Weekly*: Displays Weekly Calendar. *Daily*: Displays Daily Calendar. *Schedule*: Displays a stacked view occurring within the selected Term.

Calendar Search > Courses > Course Search Result – Details View

Portal - Home > Course search > Course Search Result

Search Criteria
 Date: October 18, 2015 - October 24, 2015
 Campus: FF - Fennell

Search Results
 Summary View | Details View | Print

View the results in a calendar: [Icons] | By occurrence

Course	Course Name	Course Ty	Term	CRN / Section	Start Date	End Date	Day of Week	Start Time	End Time	Campus / Ro	Calendar
BLDG-AR173	History Of Architecture	Post-Secondary Courses	201535	12619	9/9/2015	12/18/2015	Thurs	1:00 PM	3:00 PM	FF / C233	[Calendar Icon]
CHEM-10023	Analytical Chemistry 3 Lab	Post-Secondary Courses	201535	15064	9/9/2015	12/18/2015	Mon	11:30 AM	2:30 PM	FF / E305	[Calendar Icon]
CHEM-CH116	Chemistry	Post-Secondary Courses	201535	12746	9/9/2015	12/18/2015	Mon	3:30 PM	6:00 PM	FF / E327	[Calendar Icon]
COMM-10314	Basic Integrated English 2	Post-Secondary Courses	201535	15146	9/9/2015	10/23/2015	Thurs	12:00 PM	2:00 PM	FF / J236	[Calendar Icon]
COMP-CO710	HTML & CSS	Post-Secondary Courses	201535	10714	9/9/2015	12/18/2015	Thurs	2:00 PM	4:00 PM	FF / H011	[Calendar Icon]
BUSN-IB103	International Trade Research	Post-Secondary Courses	201535	10332	9/9/2015	12/18/2015	Wed	1:00 PM	3:00 PM	FF / E230	[Calendar Icon]
COMP-10021	Wireless Networking	Post-Secondary Courses	201535	12988	9/9/2015	12/18/2015	Fri	9:00 AM	11:00 AM	FF / E109	[Calendar Icon]
BUSN-CB436	Business Law	Post-Secondary Courses	201535	12675	9/9/2015	12/18/2015	Thurs	12:00 PM	1:00 PM	FF / E003	[Calendar Icon]

Search Criteria – Criteria entered for Course Search.

Summary View – Select Summary View tab to view Course, Course Name, and Course Type Only.

Details View – Results listed by Course, Course Name, Course Type, Term, CRN/Section, Start Date, End Date, Day of Week, and Campus/Room.

Calendar View – Calendar Views from Details View will only display single course delivery. Selecting Calendar from Summary View is recommended and will display all course deliveries for the selected course.

Calendar Search > Course Search Result – Summary View

Portal - Home > Course search > Course Search Result

Search Criteria
Date: October 18, 2015 - October 24, 2015
Campus: FF - Fennell

Search Results
Summary View | Details View

View the results in a calendar: [Calendar View Icon]

Course	Course Name	Course Type	Calendar
LAWS-RD214	Radio Law And Ethics	Post-Secondary Courses	[Calendar View Icon]
MGMT-10068	Leadership & Teambuilding Skills	Post-Secondary Courses	[Calendar View Icon]
GRAP-10203	Promotional Print Image Desig	Post-Secondary Courses	[Calendar View Icon]
GRAP-10029	Sequential Art Practices	Post-Secondary Courses	[Calendar View Icon]
HLTH-10188	C & JS - Practical Fitness A	Post-Secondary Courses	[Calendar View Icon]
SSCI-SS291	Current Affairs:Canada/World	Post-Secondary Courses	[Calendar View Icon]
COMP-10177	Networking Capstone	Post-Secondary Courses	[Calendar View Icon]
COMP-10001	Programming Fundamentals	Post-Secondary Courses	[Calendar View Icon]
COMP-10075	Electronic Hlth Record Solutn	Post-Secondary Courses	[Calendar View Icon]
EDUC-10075	Placement Preparation	Post-Secondary Courses	[Calendar View Icon]
MRKT-10047	Digital Marketing	Post-Secondary Courses	[Calendar View Icon]
MCOM-10120	Presentation Skills	Post-Secondary Courses	[Calendar View Icon]
EDUC-EC121	Child Develop&behaviour 1	Post-Secondary Courses	[Calendar View Icon]
MUSC-MU359	Teaching Methods 3(Optional)	Post-Secondary Courses	[Calendar View Icon]
MATL-CV301	Materials 2	Post-Secondary Courses	[Calendar View Icon]

Details View – Select Details View tab to view additional information – Term, CRN/Section, Start Date, End Date, Day of Week, and Campus/Room.

Summary View – Result list overview by Course, Course Name, and Course Type. Courses offered through both Post-Secondary and Continuing Education will appear as separate results.

Calendar View – Displays calendar View of all deliveries of a course. See *Course Schedule > Calendar View* for more details.

Course Schedule > Calendar View

Portal - Home > Course search > Course Search Result > Course Schedule: MH_1542_ELEC-10118

MH_1542_ELEC-10118

Week of October 18, 2015

Time	Sunday 18	Monday 19	Tuesday 20	Wednesday 21	Thursday 22	Friday 23	Saturday 24
8AM			ELEC-10118 Computer Hardware and Software CRN 13325 FF / E233		ELEC-10118 Computer Hardware and Software CRN 13325 FF / E233	ELEC-10118 Computer Hardware and Software CRN 13324 FF / E233	
9							
10			ELEC-10118 Computer Hardware and Software CRN 13327 FF / E233	ELEC-10118 Computer Hardware and Software CRN 13324 FF / E233	ELEC-10118 Computer Hardware and Software CRN 13322 FF / E233	ELEC-10118 Computer Hardware and Software CRN 13322 FF / E233	
11							
12PM		ELEC-10118 Computer Hardware and Software CRN 13326 FF / E233					
1							
2							
3		ELEC-10118 Computer Hardware and Software CRN 13327 FF / E233					
4					ELEC-10118 Computer Hardware and Software CRN 13326 FF / E233		
5							

Date Options – Use Arrows to move to previous or next day/week/month/year. Select Calendar Tool Icon to open a full calendar view to select a specific date or month.

Export – Select to export an iCalendar Attachment that can be opened in Outlook.

Note: Calendar is only current at the time of the export.

View Options – Change Calendar View to Schedule, Daily, Weekly, Monthly, or Yearly from the current calendar view.

List View – View course delivery in list format.

Calendar View – Displays all courses deliveries occurring for the selected Course and time frame.

Calendar Cell – Displays Course Code, Course Name, CRN, and assigned Room(s). Click on cell for additional information including Course Type, Academic Term, and Start/End Times.

Course Schedule > List View

Portal - Home > Course search > Course Search Result > Course Schedule: MH_1542_ELEC-10118

MH_1542_ELEC-10118

Schedule Daily Weekly Monthly Yearly

Calendar view Export Print

Occurrence Date	Course	Course Name	Course Type	Term	CRN / Section	Start Date	End Date	Day of Week	Start Time	End Time	Campus / Room
10/19/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13326	9/9/2015	12/18/2015	Mon	12:00 PM	2:00 PM	FF / E233
10/19/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13327	9/9/2015	12/18/2015	Mon	3:00 PM	5:00 PM	FF / E233
10/20/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13325	9/9/2015	12/18/2015	Tues	8:00 AM	10:00 AM	FF / E233
10/20/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13327	9/9/2015	12/18/2015	Tues	10:00 AM	12:00 PM	FF / E233
10/21/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13324	9/9/2015	12/18/2015	Wed	10:00 AM	12:00 PM	FF / E233
10/22/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13325	9/9/2015	12/18/2015	Thurs	8:00 AM	10:00 AM	FF / E233
10/22/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13322	9/9/2015	12/18/2015	Thurs	10:00 AM	12:00 PM	FF / E233
10/22/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13326	9/9/2015	12/18/2015	Thurs	4:00 PM	6:00 PM	FF / E233
10/23/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13324	9/9/2015	12/18/2015	Fri	8:00 AM	10:00 AM	FF / E233
10/23/2015	ELEC-10118	Computer Hardware and Software	Post-Secondary Courses	201535	13322	9/9/2015	12/18/2015	Fri	10:00 AM	12:00 PM	FF / E233

View Options – Change List View to Schedule, Daily, Weekly, Monthly, or Yearly from the current list view.

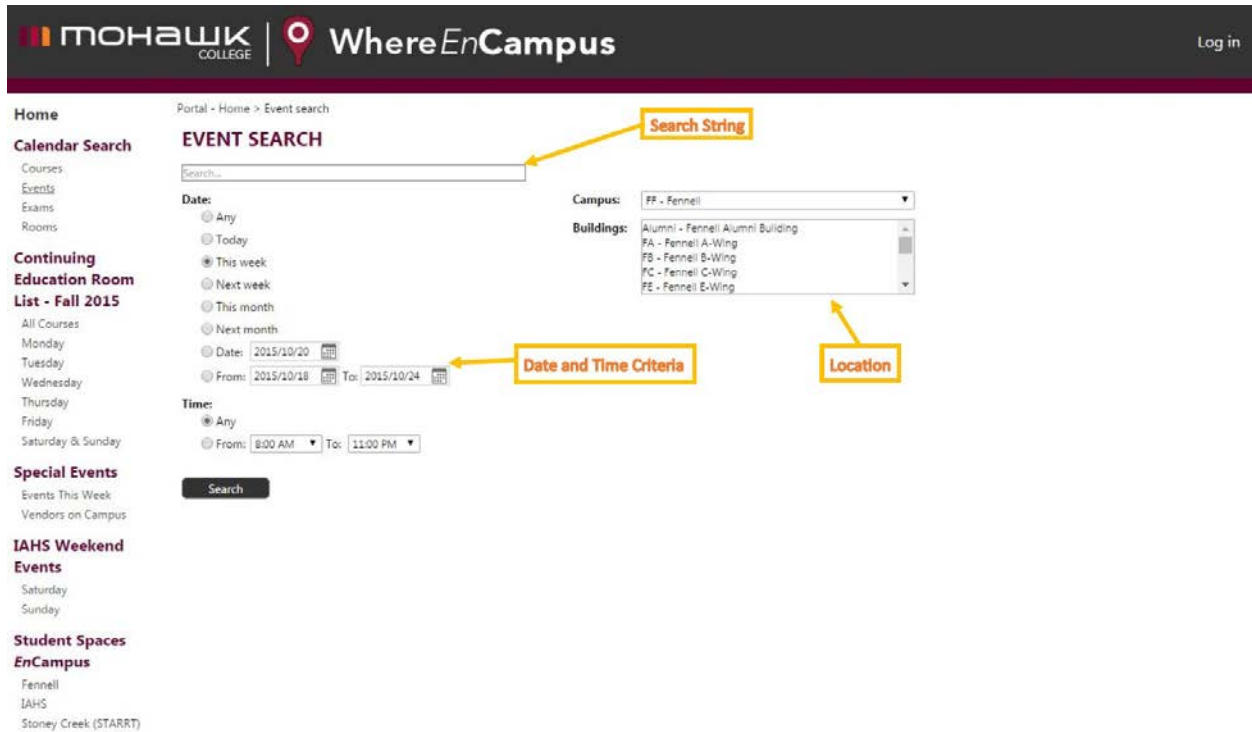
Date Options – Use arrows to move to previous or next day/week/month/year. Select Calendar Tool Icon to open a full calendar view to select a specific date or month.

Export – Select to export an iCalendar Attachment that can be opened in Outlook.
Note: Calendar is only current at the time of the export.

Calendar View – View course delivery details in calendar format.

List View – Displays all course deliveries for the selected course and time frame in list format. Results listed by Course, Course Name, Course Type, Term, CRN/Section, Start/End Date, Day of Week, and Campus/Room.

Calendar Search > Events



The screenshot shows the 'EVENT SEARCH' interface. A search string input field is highlighted with a yellow box and labeled 'Search String'. Below it, the 'Date' section has radio buttons for 'Any', 'Today', 'This week', 'Next week', 'This month', and 'Next month'. The 'Date' and 'Time' sections are highlighted with a yellow box and labeled 'Date and Time Criteria'. The 'Date' section includes 'Date: 2015/10/20' and 'From: 2015/10/18 To: 2015/10/24'. The 'Time' section includes 'From: 8:00 AM' and 'To: 11:00 PM'. The 'Campus' dropdown menu is highlighted with a yellow box and labeled 'Location', showing options like 'FF - Fennell' and 'Buildings: Alumni - Fennell Alumni Building, FA - Fennell A-Wing, FB - Fennell B-Wing, FC - Fennell C-Wing, FE - Fennell E-Wing'.

Search String – Enter Event description to search for Meeting Room Bookings, Special Events, Extra Classes/Test, and External Courses/Testing/Exams. Use Course Search from Post-Secondary and Continuing Education Courses or Exam Search for Post-Secondary Exams.

Date and Time Criteria – Select to search by date and time.

Location – Event Search will default to Fennell Campuses. Use drop down menu to search for events at another Campus. Select Campus to search all space within that Campus, or select specific Building to limit to a specific wing.

Calendar Search > Events > Event Search Result – Details View

Portal - Home > Exam search > Exam Search Result

Search Criteria

Date: August 01, 2015 - [Details View](#)

Campus: FF - Fennell

Search Results

Summary View Details View Print

View the results in a calendar: [Calendar Icon] [List Icon] [Table Icon]

Course	Course Name	Type	Exam Term	CRN / Section	Date	Day of Week	Start Time	End Time	Campus / Room	Calendar
ACCT-10011	Acctg 4-Financial Reporting	Post-Secondary Exam	201525	30103	8/11/2015	Tues	2:00 PM	5:00 PM	FF / E006	[Calendar Icon]
ACCT-10014	Accounting 2 - Financial	Post-Secondary Exam	201525	30104	8/13/2015	Thurs	2:00 PM	5:00 PM	FF / A212	[Calendar Icon]
ACCT-10031	Cost&Manag Acctg Advanced	Post-Secondary Exam	201525	30105	8/10/2015	Mon	2:00 PM	5:00 PM	FF / A212	[Calendar Icon]
ACCT-AC211	Understand Fin Statements	Post-Secondary Exam	201525	30106	8/10/2015	Mon	2:00 PM	4:00 PM	FF / E214	[Calendar Icon]
ACCT-AC410	Applied Accounting Systems	Post-Secondary Exam	201525	30107	8/12/2015	Wed	2:00 PM	4:00 PM	FF / i210	[Calendar Icon]
ACCT-CB340	Business Finance	Post-Secondary Exam	201525	30109	8/13/2015	Thurs	2:00 PM	4:30 PM	FF / E006	[Calendar Icon]
BIOL-10004	Advanced Human Biology	Post-Secondary Exam	201525	30117	8/11/2015	Tues	2:00 PM	4:00 PM	FF / E206	[Calendar Icon]
BLDG-AR525	Structural Design 3	Post-Secondary Exam	201525	30118	8/13/2015	Thurs	11:30 AM	1:30 PM	FF / A211	[Calendar Icon]
BLDG-EA501	Structural Design 3	Post-Secondary Exam	201525	30124	8/13/2015	Thurs	11:30 AM	1:30 PM	FF / A211	[Calendar Icon]
BLDG-EA521	Sustainable Design & Bldg Prac	Post-Secondary Exam	201525	30125	8/10/2015	Mon	11:30 AM	1:30 PM	FF / E011	[Calendar Icon]

Calendar View

Summary View – Select Summary View tab to Event and Managed by Department Only.

Details View – Results listed by Event Description, Start Date, End Date, Day of Week, Campus/Room, and Managed by Department.

Calendar View – Calendar Views from Details View will only display single event occurrence. Selecting Calendar from Summary View is recommended and will display all event occurrences deliveries for the selected event type.

Calendar Search > Events > Event Search Result – Summary View

Portal - Home > Event search > Event Search Result

Search Criteria

Date: October 18, 2015 - October 24, 2015
Campus: FF - Fennell

Search Results

Summary View | Details View

View the results in a calendar: [Calendar Icon] [List Icon] [Summary Icon] [Details Icon]

Event	Managed By	Calendar
Church Group Room Bookings	Ancillary Services	[Calendar Icon]
External General MPAC	Ancillary Services	[Calendar Icon]
FF Conference or Meeting - Academic Space	Scheduling - Portal Bookings	[Calendar Icon]
FF Conference or Meeting	Scheduling - Portal Bookings	[Calendar Icon]
FF Continuing Education Support	Scheduling - Portal Bookings	[Calendar Icon]
FF Extra Class or Tutorial - Classrooms	Scheduling - Portal Bookings	[Calendar Icon]
FF Extra Class or Tutorial - Microlabs	Scheduling - Portal Bookings	[Calendar Icon]
FF Extra Class or Tutorial - Specialty Labs	Scheduling - Portal Bookings	[Calendar Icon]
FF Guest Speaker - Classrooms	Scheduling - Portal Bookings	[Calendar Icon]
FF IT and Facilities Management	Scheduling - Portal Bookings	[Calendar Icon]
FF Room Hold for Conferences and Events	Scheduling - Portal Bookings	[Calendar Icon]
FF Room Hold for Post Secondary Change	Scheduling - Portal Bookings	[Calendar Icon]
FF Special Event - Classrooms	Scheduling - Portal Bookings	[Calendar Icon]
FF Special Event - Conference or Meeting Room	Scheduling - Portal Bookings	[Calendar Icon]
FF Special Event - Microlabs	Scheduling - Portal Bookings	[Calendar Icon]
FF Special Event - Specialty Labs	Scheduling - Portal Bookings	[Calendar Icon]

Details View- Select Details View tab to view additional information – Event Description, Start Date, End Date, Day of Week, Campus/Room, and Managed by Department.

Summary View – Result list by Event Type and Managed by Department.

Calendar View – Displays Calendar View of all deliveries of a course. See *Event Schedule >Calendar View for details.*

Event Schedule > Calendar View

The screenshot shows the 'WhereEnCampus' interface for a calendar search. The main content area displays a calendar for 'FF CONFERENCE OR MEETING' on Thursday, October 22, 2015. The calendar is in 'Calendar View' mode, showing a grid of time slots from 8 AM to 4 PM. Several event blocks are visible, including 'Service Integration & Standards Conference or Meeting' (8:00 AM - 5:00 PM, FF / J105A), 'Ops Mgmt. Business Conference or Meeting' (8:00 AM - 11:00 AM, FF / J204), 'Staff Development Office Conference or Meeting' (9:00 AM - 4:00 PM, FF / J131), 'Accessible Learning Services Conference or Meeting' (2:00 PM - 3:50 PM, FF / J116D), and 'Student Success Initiatives Conference or Meeting' (3:00 PM - 4:00 PM, FF / F116D). A 'List View' button is located in the top right corner of the calendar grid. A 'View Options' button is located at the top left of the calendar area. A 'Calendar View' callout points to the calendar grid, and a 'Calendar Cell' callout points to one of the event blocks.

Date Options- Use arrows to move to previous or next day/week/month/year. Select Calendar Tool Icon to open a full calendar view to select a specific date or month.

Export – Select to export an iCalendar Attachment that can be opened in Outlook.

Note- Calendar is only current at the time of the export.

View Options – Change Calendar View to Schedule, Daily, Weekly, or Yearly from the current calendar view.

List View – View event reservation details in list format.

Calendar View – Displays all event deliveries occurring for the selected event and time frame.

Calendar Cell – Displays Event reservation description, Start/End Time, and assigned room(s). Click on cell for additional information including Managed by Department.

Event Schedule > List View

The screenshot shows the 'FF CONFERENCE OR MEETING' search results in list view. The interface includes a navigation menu on the left, a search bar at the top, and a table of event reservations. Callouts point to various interactive elements: 'View Options' (view toggle buttons), 'Date Options' (calendar navigation arrows), 'Export' (export button), 'List View' (current view indicator), and 'Calendar View' (calendar view button).

Occurrence Date	Booking Type	Booked By	Start Date	End Date	Day of Week	Start Time	End Time	Campus / Room	Additional Information	Managed By
10/22/2015	Conference or Meeting	Service Integration & Standards	10/22/2015	10/22/2015	Thurs	8:00 AM	5:00 PM	FF / J105A	Description: ALS Testing	Scheduling - Portal Bookings
10/22/2015	Conference or Meeting	Ops Mgmt. Business	10/22/2015	10/22/2015	Thurs	8:00 AM	11:00 AM	FF / i204	Description: Tourism & Travel PAC Committee Meeting Christine	Scheduling - Portal Bookings
10/22/2015	Conference or Meeting	Staff Development Office	10/22/2015	10/22/2015	Thurs	9:00 AM	4:00 PM	FF / i131	Description: Staff Development- Navigating Beyond Conflict	Scheduling - Portal Bookings
10/22/2015	Conference or Meeting	Accessible Learning Services	10/22/2015	10/22/2015	Thurs	2:00 PM	3:30 PM	FF / F116D	Description: Counselling Business Meeting	Scheduling - Portal Bookings
10/22/2015	Conference or Meeting	Accessible Learning Services	10/22/2015	10/22/2015	Thurs	2:00 PM	3:30 PM	FF / i204	Description: AODA Alt Format rescheduled	Scheduling - Portal Bookings
10/22/2015	Conference or Meeting	Student Success Initiatives	10/22/2015	10/22/2015	Thurs	4:00 PM	9:00 PM	FF / F116D	Description: Walk Smart Volunteers Training	Scheduling - Portal Bookings
10/22/2015	Conference or Meeting	Service Integration & Standards	10/22/2015	10/22/2015	Thurs	5:00 PM	8:00 PM	FF / J105A	Description: Alternative Testing Meeting	Scheduling - Portal Bookings

View Options – Change List View to Schedule, Daily, Weekly, Monthly, or Yearly from the current list view.

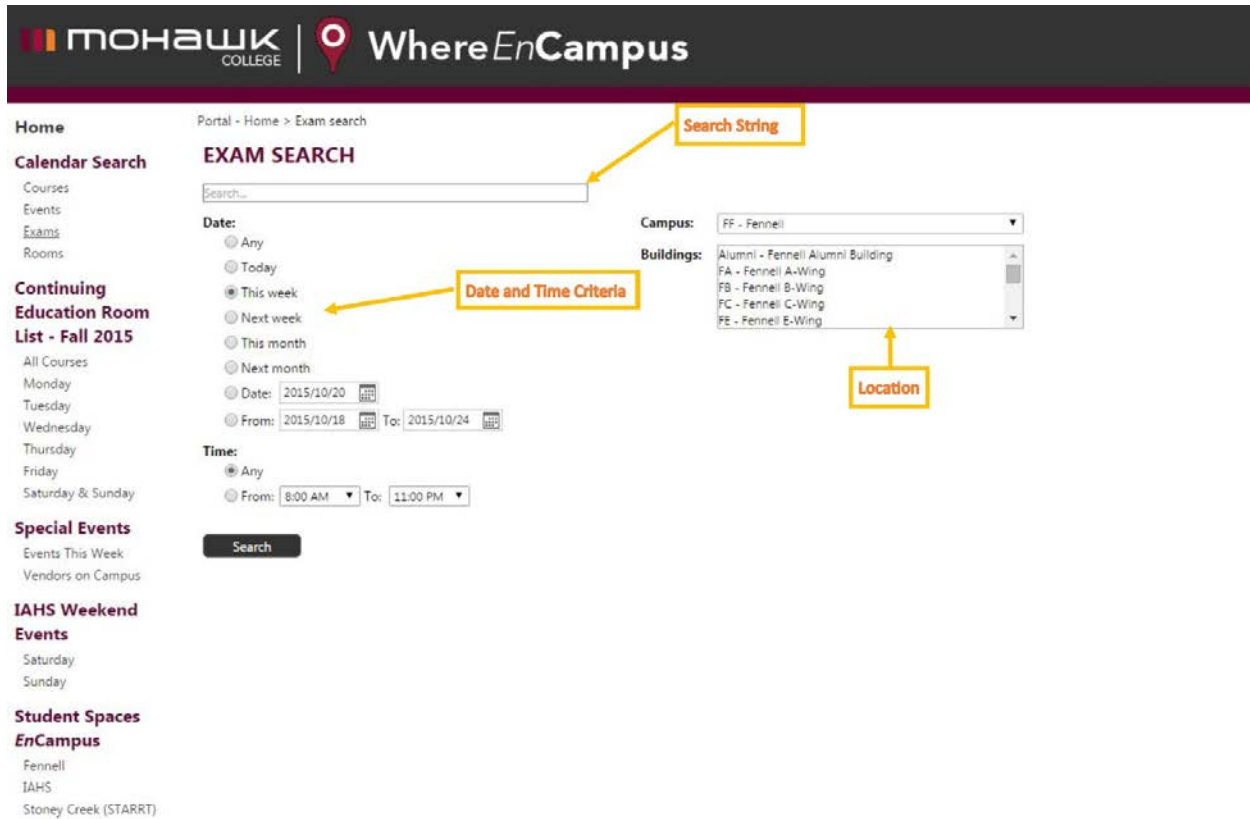
Date Options – Use arrows to move to previous or next day/week/month/year. Select Calendar Tool Icon to open a full calendar view to select a specific date or month.

Export- Select to export an iCalendar Attachment that can be opened in Outlook. **Note** – **Calendar is only current at the time of the export.**

Calendar View – View Event reservation details in calendar format.

List View – Displays all Event reservations for the selected Event and time frame in list format. Results listed by Event Description, Event Type, Start/End Date, Day of Week, Start/End Time, Campus/Room, and Managed by Department.

Calendar Search > Exams > Exam Search



Search String – Enter Course Code, Course Name, or CRN. Course Code and Course Name can be searching using full or partial course information. Leave blank to show exams for all courses. Use Event Search for external and non-Post-Secondary/Continuing Education exams and tests.

Date and Time Criteria – Select to search by date and time.

Location –Exam Search will default to Fennell Campuses. Select Campus to search all space within that Campus, or select specific Building to limit to a specific wing. **Note:** Exam Schedules are currently only available for the Fennell Campus.

Calendar Search > Exams > Exam Search Result – Details View

Portal - Home > Exam search > Exam Search Result

Search Criteria

Date: August 01, 2015 - [Details View](#)

Campus: FF - Fennell

Search Results

Summary View Details View Print

View the results in a calendar: [Calendar Icon] [List Icon] [Table Icon]

Course	Course Name	Type	Exam Term	CRN / Section	Date	Day of Week	Start Time	End Time	Campus / Room	Calendar
ACCT-10011	Acctg 4-Financial Reporting	Post-Secondary Exam	201525	30103	8/11/2015	Tues	2:00 PM	5:00 PM	FF / E006	[Calendar Icon]
ACCT-10014	Accounting 2 - Financial	Post-Secondary Exam	201525	30104	8/13/2015	Thurs	2:00 PM	5:00 PM	FF / A212	[Calendar Icon]
ACCT-10031	Cost&Manag Acctg Advanced	Post-Secondary Exam	201525	30105	8/10/2015	Mon	2:00 PM	5:00 PM	FF / A212	[Calendar Icon]
ACCT-AC211	Understand Fin Statements	Post-Secondary Exam	201525	30106	8/10/2015	Mon	2:00 PM	4:00 PM	FF / E214	[Calendar Icon]
ACCT-AC410	Applied Accounting Systems	Post-Secondary Exam	201525	30107	8/12/2015	Wed	2:00 PM	4:00 PM	FF / i210	[Calendar Icon]
ACCT-CB340	Business Finance	Post-Secondary Exam	201525	30109	8/13/2015	Thurs	2:00 PM	4:30 PM	FF / E006	[Calendar Icon]
BIOL-10004	Advanced Human Biology	Post-Secondary Exam	201525	30117	8/11/2015	Tues	2:00 PM	4:00 PM	FF / E206	[Calendar Icon]
BLDG-AR525	Structural Design 3	Post-Secondary Exam	201525	30118	8/13/2015	Thurs	11:30 AM	1:30 PM	FF / A211	[Calendar Icon]
BLDG-EA501	Structural Design 3	Post-Secondary Exam	201525	30124	8/13/2015	Thurs	11:30 AM	1:30 PM	FF / A211	[Calendar Icon]
BLDG-EA521	Sustainable Design & Bldg Prac	Post-Secondary Exam	201525	30125	8/10/2015	Mon	11:30 AM	1:30 PM	FF / E011	[Calendar Icon]

Calendar View

Summary View- Select Summary View tab to view Course Code and Course Name only.

Details View – Results listed by Course, Course Name, Course Type, Term, CRN/Section, Start Date, End Date, Day of Week, and assigned Campus/Room.

Calendar View – Calendar Views from Details View will only display single exam occurrence. Selecting Calendar from Summary View is recommended and will display all exams deliveries for the selected course.

Calendar Search > Exams > Exam Search Result – Summary View

Summary View

MOHAWK COLLEGE | WhereEnCampus | Log in

Portal - Home > Exam search > Exam Search Result

Search Criteria

Date: August 01, 2015 - August 31, 2015
Campus: FF - Fennell

Search Results

Summary View | Details View | Print

View the results in a calendar: [Calendar Icon] [Table Icon] [List Icon]

1 / 5

Course	Course Name	CRN	Calendar
ACCT-10011	Acctg 4-Financial Reporting	MH_1061_ACCT-10011	[Calendar Icon] [Table Icon] [List Icon]
ACCT-10014	Accounting 2 - Financial	MH_1061_ACCT-10014	[Calendar Icon] [Table Icon] [List Icon]
ACCT-10031	Cost&Manag Acctg Advanced	MH_1061_ACCT-10031	[Calendar Icon] [Table Icon] [List Icon]
ACCT-AC211	Understand Fin Statements	MH_1061_ACCT-AC211	[Calendar Icon] [Table Icon] [List Icon]
ACCT-AC410	Applied Accounting Systems	MH_1061_ACCT-AC410	[Calendar Icon] [Table Icon] [List Icon]
ACCT-CB340	Business Finance	MH_1061_ACCT-CB340	[Calendar Icon] [Table Icon] [List Icon]
BIOL-10004	Advanced Human Biology	MH_1695_BIOL-10004	[Calendar Icon] [Table Icon] [List Icon]
BLDG-ARS25	Structural Design 3	MH_1462_BLDG-ARS25	[Calendar Icon] [Table Icon] [List Icon]
BLDG-EA501	Structural Design 3	MH_1462_BLDG-EA501	[Calendar Icon] [Table Icon] [List Icon]
BLDG-EA521	Sustainable Design & Bldg Prac	MH_1462_BLDG-EA521	[Calendar Icon] [Table Icon] [List Icon]
BUSN-10036	Financial Services Industry	MH_1061_BUSN-10036	[Calendar Icon] [Table Icon] [List Icon]
BUSN-10115	Business for the Massage Thera	MH_1292_BUSN-10115	[Calendar Icon] [Table Icon] [List Icon]
BUSN-BE203	SpdshT Data Mgmt-Business	MH_1061_BUSN-BE203	[Calendar Icon] [Table Icon] [List Icon]
BUSN-BE401	E. Commerce	MH_1071_BUSN-BE401	[Calendar Icon] [Table Icon] [List Icon]
BUSN-BE450	Personal Financial Management	MH_1061_BUSN-BE450	[Calendar Icon] [Table Icon] [List Icon]
BUSN-IB101	Intrnl Mrlkt Entry Strategies	MH_1071_BUSN-IB101	[Calendar Icon] [Table Icon] [List Icon]

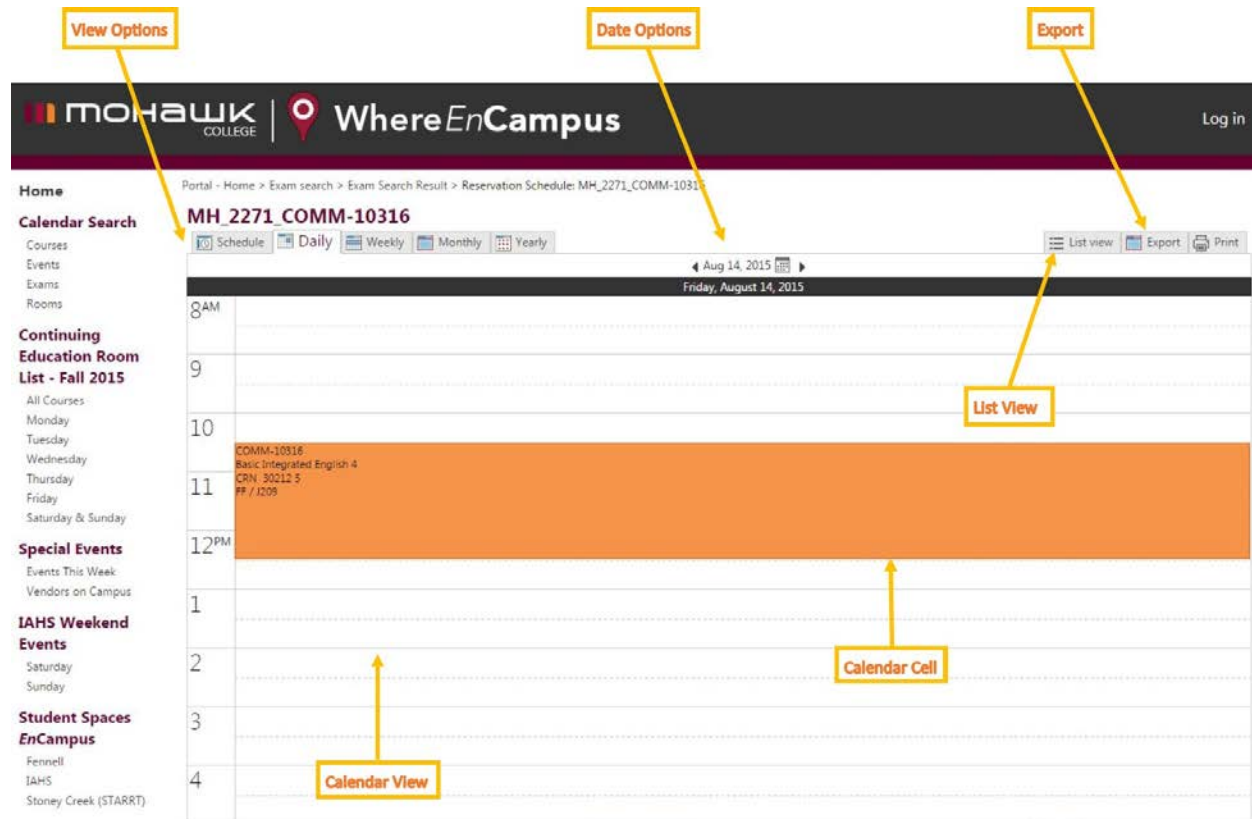
Calendar View

Details View – Select Details View tab to View additional information – Term, CRN/Section, Start/End Date, Day of Week and Campus/Room.

Summary View – Result list by Course Code and Course Name.

Calendar View- Displays Calendar View of all exam deliveries of a course. See *Course Schedule > Calendar View for details.*

Exam Schedule > Calendar View



View Options – Change Calendar View to Schedule, Daily, Weekly, Monthly, or Yearly from the current calendar view.

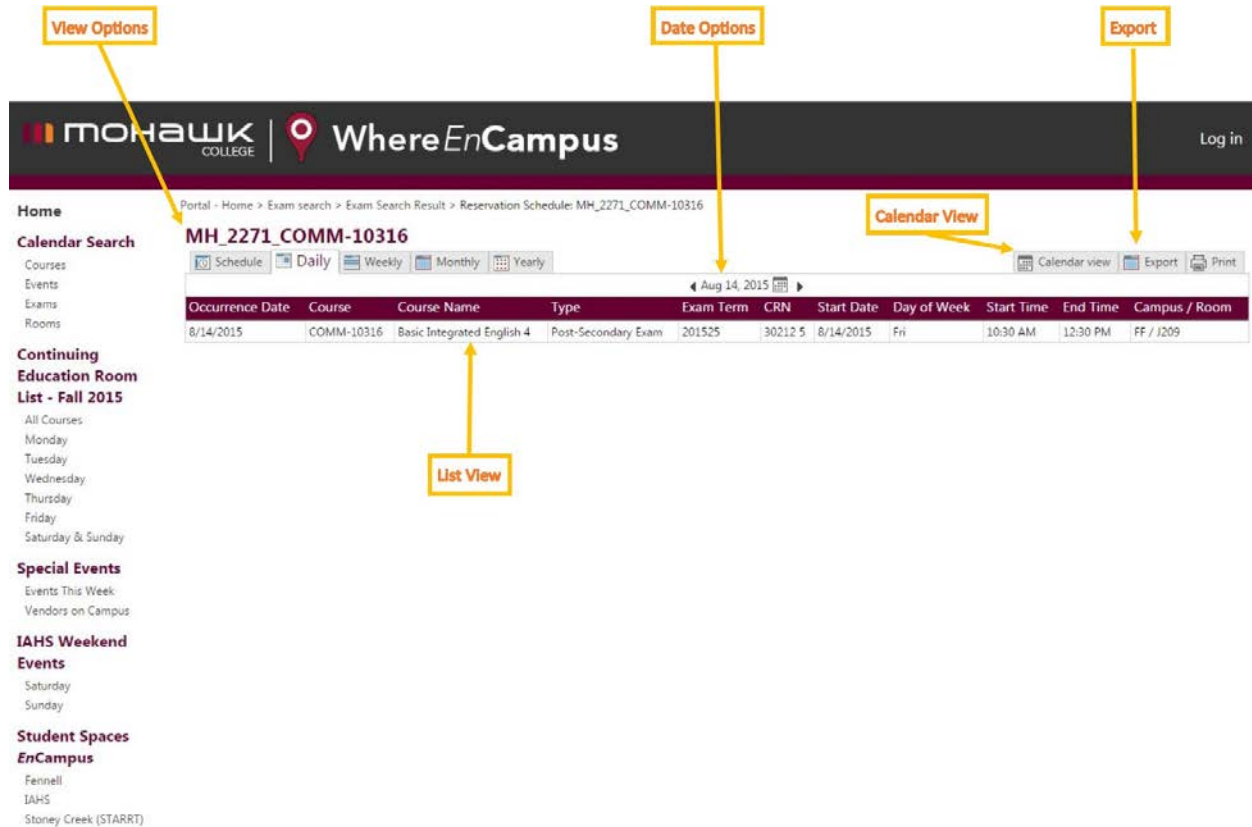
Date Options – Use arrows to move to previous or next day/week/month/year Select Calendar Tool Icon to open a full calendar view to select a specific date or month.

Export – Select to export an iCalendar Attachment that can be opened in Outlook.
Note: Calendar is only current at the time of the export.

Calendar View – Displays all exam deliveries occurring in for the selected course and time frame.

Calendar Cell – Displays Course Code, Course Name, CRN, and assigned Room(s). Click on cell for additional information including Course Type, Academic Term, and Start/End Times.

Exam Schedule > List View



Portal - Home > Exam search > Exam Search Result > Reservation Schedule: MH_2271_COMM-10316

MH_2271_COMM-10316

Schedule Daily Weekly Monthly Yearly

Calendar view Export Print

Occurrence Date	Course	Course Name	Type	Exam Term	CRN	Start Date	Day of Week	Start Time	End Time	Campus / Room
8/14/2015	COMM-10316	Basic Integrated English 4	Post-Secondary Exam	201525	30212 5	8/14/2015	Fri	10:30 AM	12:30 PM	FF / J209

View Options

Date Options

Export

Calendar View

List View

View Options – Change List View to Schedule, Daily, Weekly, Monthly, or Yearly from the current list view.

Date Options – Use arrows to move to previous or next day/week/month/year. Select Calendar Tool Icon to open a full calendar view to select a specific date or month.

Export – Select to export an iCalendar Attachment that can be opened in Outlook.
Note: Calendar is only current at the time of the export.

Calendar View- View exam delivery details in calendar format.

List View – Results listed by Course Code, Course Name, Type, Exam Term, CRN, Date, Day of Week, Start/End Time and scheduled room(s).

Calendar Search > Rooms – Search Criteria

The screenshot shows the 'ROOM SEARCH' interface. Callouts point to various search criteria:

- Room Types and Characteristics:** Points to the 'Room Types' and 'Characteristics' dropdown menus.
- Location:** Points to the 'Location' dropdown menu.
- Minimum Capacity:** Points to the 'Minimum Capacity' input field.
- Additional Criteria:** Points to the 'Use additional criteria' checkbox.
- Calendar View Results Option:** Points to the 'Calendar View' tab.
- Room Information:** Points to the first row of the results table.
- Results List:** Points to the table header.
- Room Calendar View:** Points to the 'Calendar' column in the table.

Campus	Building	Room	Description	Room Type	Capacity	Calendar
FF	FA	A005	Smart Room	C - Classrooms & Smart Rooms	35	[Calendar Icon]
FF	FA	A007	Smart Room	C - Classrooms & Smart Rooms	35	[Calendar Icon]
FF	FA	A008	Microlab	M - Microlabs	40	[Calendar Icon]
FF	FA	A010	Smart Room	C - Classrooms & Smart Rooms	92	[Calendar Icon]
FF	FA	A012	Microlab	M - Microlabs	40	[Calendar Icon]
FF	FA	A013	Urban Planning Lab	S - Specialty Labs & Rooms	45	[Calendar Icon]
FF	FA	A020	Soils Lab	S - Specialty Labs & Rooms	40	[Calendar Icon]
FF	FA	A021	Smart Room	C - Classrooms & Smart Rooms	60	[Calendar Icon]
FF	FA	A022	Xerox Sales Lab	S - Specialty Labs & Rooms	45	[Calendar Icon]
FF	FA	A025	Microlab	M - Microlabs	50	[Calendar Icon]

Location- Room Search will default to Fennell Campus. Use drop down menu to search by Campus. Select Campus to search all space within that Campus, or select specific Building to limit to a specific wing.

Additional Criteria – Select to use additional Search Criteria for specific room types, characteristics or minimum capacity.

Minimum Capacity – Selected Capacity will limit the search to rooms with a minimum capacity.

Room Types and Characteristics – Multiple Room Types or Characteristics can be selected by holding CTRL while selecting desired attributes. Attributes can be left unselected to show all results for the selected Campus. Once an attribute has been selected, hold CTRL and click to remove from selection.

Result List- Result list will update automatically based on Search criteria.

Calendar View Tab – Gives a grid overview of events, courses, and exams booked for all rooms in the Results list.

Room Information – Campus, Building, Room, Description, and Room Type – Room Type Description. Click anywhere within the room record to open the Room Detail Screen; detailed room information including characteristics, capacity, and room pictures.

Calendar View – Displays Calendar View of all exam deliveries of a course See *Room Schedule > Calendar View for details.*

Room Search > Calendar View

The screenshot shows the 'ROOM SEARCH' interface with the 'Calendar View' tab selected. The search filters are set to Location: '+FF - Fennell', Use additional criteria: checked, Room Types: 'AL - Active Learning Classrooms', Floor Levels: '1st Floor', Characteristics: 'A008 Software', 'A012 Software', 'A025 Software', 'A026 Software', Configuration Types: 'N/A - Configuration Types Not Available', Minimum Capacity: 0, and Minimum Area: 0. The calendar grid shows the following course listings:

Room	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
FF / A005			PSYC-SS271	COMP-1001		PSYC-SS156	LAWS-10026	RECT-1000						
FF / A007			PSYC-SS271	COMM-101	Applied Co	SSCI-SS299	COMM-LL044	RECT-1000						
FF / A008		TDRW-AR662	MATH-10062			COMP-10039		BLDG-10061	COMP-10065					
FF / A010		BIOL-10006	MATH-10042	Media & E		MATH-M5171	MATH-M5171	PLAC-CO-OP						
FF / A012			Business	MGMT-CV6		COMP-10125	INFO-UP340							
FF / A013			BLDG-UP321											
FF / A020						MATL-CV301	PLAC							
FF / A021		COMM-LL123			Job Centre - Co	SBMG-10013	MRKT-MK361	COMM-11040						

Date Options – Use arrows to move to previous or next day. Select Calendar Tool Icon to open a full calendar view to select a specific date.

Calendar Cell – Displays Course Code/Course Name/ CRN or Event Description and assigned Room(s). Click on cell for additional information including Course Type, Academic Term, and Start/End Times.

Calendar View – Displays Courses, Events, and Exams booked for the selected date for all rooms matching the room search criteria. **Academic** – Course and Exam Bookings. **Event** - Event Bookings. **Room Not Available**- Room Block offs, IT and Facilities Management.

Room Detail Screen

The screenshot shows the 'Room Detail Screen' for room FF / A123. The page layout includes a top navigation bar with the Mohawk College logo and 'WhereEnCampus' branding, and a 'Log in' link. A left sidebar contains navigation options: Home, Calendar Search (Courses, Events, Exams, Rooms), Continuing Education Room List - Fall 2015 (All Courses, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday & Sunday), Special Events (Events This Week, Vendors on Campus), IAHS Weekend Events (Saturday, Sunday), and Student Spaces EnCampus (Fennell, IAHS, Stoney Creek (STARRT)).

The main content area is titled 'FF / A123' and 'Room Information'. It displays the following details:

- Location:** Campus: FF, Building: FA, Floor: 1st Floor (1st Floor), Room Number: A123
- Attributes:** Room Type: C, Area: 1174, Pavilions: <not specified>
- Configurations:**
 - Configuration Type: N/A
 - Capacity: 60
 - Description: Smart Room
 - Characteristics:
 - Accessible - Instructors
 - Accessible - Students
 - Digital Document Projector (Overhead)
 - Equipment Cabinet - Metal (Smart Cabinet)
 - Filing Cabinets
 - Overhead Projector
 - Podium
 - Projector 2=
 - Screen Obstructs Boards
 - Screens
 - Speakers
 - Whiteboard 2

Additional features include a 'View Room Calendar' button with options for Schedule, Daily, Weekly, and Monthly, and a photo of the room interior showing rows of desks and a whiteboard.

Room Information- Campus, Building, Room Number, Floor, Room Type, Characteristics, and Area.

View Room Calendar – Monthly, Weekly, Daily, and Schedule (See Room Search Results for details).

Configurations – Displays default Room Configuration and Capacity. To arrange other setup configurations contact Property Service.

Room Schedule > Calendar View

Portal - Home > Room Search > Room Details: FF / A123 > Room Scheduler: FF / A123

FF / A123

Schedule Daily Weekly Monthly Yearly

Week of October 18, 2015

List view Export Print

Time	Sunday 18	Monday 19	Tuesday 20	Wednesday 21	Thursday 22	Friday 23	Saturday 24
8AM	Day Church Group 8:00 AM - 2:00 PM FF / A121, FF / A123, FF / A218, FF / A219	LAWS-10109 Fraud Investigations CRN 11491 FF / A123	COMM-LL123 Communications CRN 10586 FF / A123	EDUC-10093 Field Placement Prep CRN 13195 FF / A123	FINC-10009 Financ Concepts for Off Admin CRN 11051 FF / A123	COMM-11040 Communication D CRN 12873 FF / A123	GED Testing 8:00 AM - 4:00 PM FF / A123
9							
10			COMM-11040 Communication D CRN 12859 FF / A123	RECL-RL220 Found to Inclusive Recreation CRN 14462 FF / A123			
11		BUSN-IB100 Global Business Environment CRN 12682 FF / A123			COMM-11040 Communication D CRN 10523 FF / A123	HSCS-10161 Microbiology (Lec) CRN 16049 FF / A123	
12PM			COMM-LL041 Communication CRN 12905 FF / A123	Language Conference or Meeting 12:00 PM - 1:00 PM FF / A123			
1		HMNS-CC457 Cogn Behav Mod In CYW CRN 11294 FF / A123	HMNS-CC457 Cogn Behav Mod In CYW CRN 11292 FF / A123	RECL-RL220 Found to Inclusive Recreation CRN 14461 FF / A123	HRES-GB273 Human Resource Management CRN 13677 FF / A123	ELEC-10099 Electricity 1 CRN 13288 FF / A123	
2			2:00 PM - 3:00 PM FF / A123				
4		EDUC-10041 Total Communication Part 2 CRN 10824 FF / A123		COMP-CO867 Software Engineering Project	Service Integration & Standards Conference or Meeting 4:00 PM - 5:00 PM FF / A123	MATH-10042 Math for Computer Studies CRN 71031 FF / A123	GED Testing 6:30 PM - 8:00 PM

View Options – Change Calendar View to Schedule, Daily, Weekly, Monthly, or Yearly for the current calendar view.

Date Options – Use Previous or Next to move to the previous or next Month. Select Calendar Tool Icon to open a full calendar view to select a specific date or month.

Export- Select to export an iCalendar Attachment that can be opened in Outlook. **Note:** Calendar is only current at the time of the export.

List View- Switch to list view to view Course, Exam, and Event details in list format.

Calendar Cell – Displays Course Code/Course Name/CRN or Event Description and assigned Room(s). Click on cell for additional information including Course Type, Academic Term, and Start/End Times.

Calendar View- Displays Course, Exams, and Events occurring in the selected room for the selected time frame **Academic** - Course and Exam Bookings **Event** – Event Bookings **Room Not Available** – Room Block offs, IT and Facilities Managements.

Room Schedule List View

Portal - Home > Room Search > Room Details: FF / A123 > Room Schedule: FF / A123

FF / A123

View Options

Calendar view Export Print

Occurrence Date	Course or Event	Course Code (if applicable)	CRN / Section	Course or Event Type	Start Date	End Date	Day of Week	Start Time	End Time	Campus / Room
10/18/2015	Day Church Group			Ancillary Services - Room Bookings	9/6/2015	12/20/2015	Sun	8:00 AM	2:00 PM	FF / A121, FF / A123, FF / A218, FF / A219
10/19/2015	Fraud Investigations	LAWS-10109	11491	Post-Secondary Courses	9/9/2015	12/18/2015	Mon	8:00 AM	11:00 AM	FF / A123
10/19/2015	Global Business Environment	BUSN-IB100	12682	Post-Secondary Courses	9/9/2015	12/18/2015	Mon	11:00 AM	1:00 PM	FF / A123
10/19/2015	Cogn Behav Mod In CYW	HMNS-CC457	11294	Post-Secondary Courses	9/9/2015	12/18/2015	Mon	1:00 PM	3:00 PM	FF / A123
10/19/2015	Cogn Behav Mod In CYW	HMNS-CC457	11292	Post-Secondary Courses	9/9/2015	12/18/2015	Mon	1:00 PM	3:00 PM	FF / A123
10/19/2015	Total Communication Part 2	EDUC-10041	10824	Post-Secondary Courses	9/9/2015	12/18/2015	Mon	3:00 PM	6:00 PM	FF / A123
10/20/2015	Communications	COMM-LL123	10586	Post-Secondary Courses	9/9/2015	12/18/2015	Tues	8:00 AM	10:00 AM	FF / A123
10/20/2015	Communication D	COMM-11040	12859	Post-Secondary Courses	9/9/2015	12/18/2015	Tues	10:00 AM	12:00 PM	FF / A123
10/20/2015	Communication	COMM-LL041	12905	Post-Secondary Courses	9/9/2015	12/18/2015	Tues	12:00 PM	2:00 PM	FF / A123
10/20/2015				Guest Speaker, Orientation, Training, Special Event	9/29/2015	12/8/2015	Tues	2:00 PM	3:00 PM	FF / A123
10/20/2015	Estimating 1	BLDG-EA202	32404	Continuing Education Courses	9/8/2015	12/8/2015	Tues	6:30 PM	9:30 PM	FF / A123
10/21/2015	Field Placement Prep	EDUC-10093	13199	Post-Secondary Courses	9/9/2015	12/18/2015	Wed	8:00 AM	9:00 AM	FF / A123
10/21/2015	Found to Inclusive Recreation	RECL-RL220	14462	Post-Secondary Courses	9/9/2015	12/18/2015	Wed	10:00 AM	12:00 PM	FF / A123
10/21/2015	Conference or Meeting			Guest Speaker, Orientation, Training, Special Event	10/21/2015	10/21/2015	Wed	12:00 PM	1:00 PM	FF / A123

List View

View Options- Change List View to Schedule, Daily, Weekly, Monthly, or Yearly from the current list view.

Calendar View- Return to Calendar View.

List View – Displays Courses, Exams, and Events occurring in the selected room for the selected time frame. Records are sorted by Day of Week and Start Time.