

## Group Allocations for 2022

Group	Students' language : Students' programme	Lecture Venue
1	Afrikaans: alle programme	JM1013
2	English: Civil + Process	A403A
3	English: E&E + Industrial	A203
4	English: M&M + Forestry	A403B

## Guide to Engineering class timetables 2022

The screenshot shows the My.SUN website interface. At the top, there is a navigation bar with the university logo, 'My.SUN', and dropdown menus for 'Undergraduate', 'Postgraduate', 'Staff', and 'Researcher'. Below this is a row of service icons: SUNLearn, e-Registrati..., Change Password, Student Account, Yearbook (Calendar), and Exam and Test results. A secondary navigation bar contains a search box and links for 'GENERAL', 'STUDIES', 'FINANCES', 'ACCOMMODATION', and 'ADMINISTRATION'. Below this, there are two rows of service icons. The first row includes SUNLearn, Yearbook (Calendar), Student feedback, and Library. The second row includes Class Timetable (Information), Class Timetable (all modules), Class Timetable (First Years), and Class Timetable (per module). Red arrows indicate the path from the 'Undergraduate' menu to 'STUDIES' and then to the 'Class Timetable (all modules)' icon.

Use your **standard SUN e-mail address and password** to log in.

The screenshot shows the 'My Timetable' login page. At the top left is the university logo. At the top right is a dark red 'LOG IN' button. The main area features a large, light gray graphic with the text 'My Timetable' in a large, white, sans-serif font. Below the text is another dark red 'LOG IN' button. The background of the graphic is filled with numerous small, white, circular icons representing various student activities and services, such as a computer mouse, a handshake, a wheelchair, a person at a desk, a graduation cap, a camera, a car, a hamburger, and a person at a desk with a laptop.

Select "Find Timetable"

Select "Student Set". Use "Refine list" to narrow down the search.

Select your Group and click "NEXT".

**FIND TIMETABLE**

SEARCH FOR STUDENT SETS, 3 CHARACTERS MINIMUM

- ✓ BEngng (1st Year) / Gr1
- BEngng (1st Year) / Gr2
- BEngng (1st Year) / Gr3
- BEngng (1st Year) / Gr4
- BEngng (Chemical) 2/Afr
- BEngng (Chemical) 2/Eng
- BEngng (Chemical) 3
- BEngng (Chemical) 4/Sem1
- BEngng (Chemical) 4/Sem2
- BEngng (Civil) 2/Afr

**LIST TYPE**

DEPARTMENT PROGRAMMES OF STUDY MODULE

STUDENT SET

**REFINE LIST**

BY DEPARTMENT

FACULTY ENGINEERING

**CURRENTLY SELECTED (1)**

BEEngng (1st Year) / Gr1

NEXT

**CHOOSE ACTIVITIES**

For each item selected please choose the activities you would like to follow.

BEEngng (1st Year) / Gr1  
57 activities selected

CLEAR ALL SELECT ALL

SEARCH FOR AN ACTIVITY, 3 CHARACTERS MINIMUM

- ApplMathsB\_124 L/Gr1/A/1
- ApplMathsB\_124 L/Gr1/A/2
- ApplMathsB\_124 L/Gr1/A/3
- ApplMathsB\_124 L/Gr1/A/4
- ApplMathsB\_124 T/Gr1/A/1
- ApplMathsB\_154 L/Gr1/A/1

**SELECTED ACTIVITIES**

- ApplMathsB\_124 L/Gr1/A/1 (Wednesday, 16 Feb, 14:00)
- ApplMathsB\_124 L/Gr1/A/2 (Wednesday, 16 Feb, 15:00)
- ApplMathsB\_124 L/Gr1/A/3 (Wednesday, 16 Feb, 16:00)
- ApplMathsB\_124 L/Gr1/A/4 (Thursday, 17 Feb, 14:00)
- ApplMathsB\_124 T/Gr1/A/1 (Thursday, 17 Feb, 15:00)
- ApplMathsB\_154 L/Gr1/A/1 (Monday, 18 Jul, 14:00)
- ApplMathsB\_154 L/Gr1/A/2 (Tuesday, 19 Jul, 11:00)

BACK PREVIEW

**NB!** Select the period you want to view, e.g. 14 – 20 February 2022.

**PREVIEW TIMETABLE**

CANCEL SAVE TIMETABLE

VIEW TYPE: COMBINED NEW EXISTING

Combined: Show your existing timetable with your new selections.  
New: Only show your timetable with the newly selected activities.  
Existing: Only show your existing timetable.

MONTH WEEK DAY 14 FEB - 20 FEB 2022 TODAY

	Mon 14 Feb	Tue 15 Feb	Wed 16 Feb	Thu 17 Feb	Fri 18 Feb	Sat 19 Feb	Sun 20 Feb
7:00							
8:00	8:00 - 9:00 EngngMaths_115 L/Gr1/A/1 (Jan Mouton_1013)	8:00 - 9:00 EngngDraw_123 L/Gr1/A/1 (Jan Mouton_1013)	8:00 - 9:00 EngngMaths_115 L/Gr1/A/3 (Jan Mouton_1013)	8:00 - 10:00 EngngMaths_115 T/Gr1/A/1 (Jan Mouton_1013)			
9:00	9:00 - 10:00 EngngMaths_115 L/Gr1/A/2 (Jan Mouton_1013)	9:00 - 11:00 EngngDraw_123 T/Gr1/A/1 (Jan Mouton_1013)	9:00 - 10:00 EngngChem_123 L/Gr1/A/1 (Jan Mouton_1013)	10:00 - 11:00 EngngChem_123 L/Gr1/A/3 (Jan Mouton_1013)	11:00 - 12:00 EngngDraw_123 P/Gr1/A/1 (EngngMouton_1013)		
10:00			10:00 - 11:00 EngngChem_123 L/Gr1/A/2 (Jan Mouton_1013)	10:00 - 11:00 EngngChem_123 L/Gr1/A/4 (Jan Mouton_1013)			
11:00			12:00 - 13:00 EngngMaths_115 L/Gr1/A/4 (Jan Mouton_1013)	12:00 - 13:00 EngngMaths_115 L/Gr1/A/5 (Jan Mouton_1013)			
12:00		13:00 - 14:00 ForestSci_171 L/1 (POSauer_1051)		13:00 - 14:00 ForestSci_171 L/2 (POSauer_1051)			
14:00	14:00 - 17:00 EngngDraw_123 T/Gr1/A/2 (Jan Mouton_1013)		14:00 - 15:00 ApplMathsB_124 L/Gr1/A/1 (Jan Mouton_1013)	14:00 - 15:00 ApplMathsB_124 L/Gr1/A/4 (Jan Mouton_1013)	14:00 - 16:00 EngngChem_123 T/Gr1/A/1 (Jan Mouton_1013)		
15:00			15:00 - 16:00 ApplMathsB_124 L/Gr1/A/2 (Jan Mouton_1013)	15:00 - 17:00 ApplMathsB_124 T/Gr1/A/1 (Jan Mouton_1013)			
16:00			16:00 - 17:00 ApplMathsB_124 L/Gr1/A/3 (Jan Mouton_1013)				
17:00							

The next time you visit the application, the version you have saved can be accessed by selecting “My Timetable” on the left-hand side bar.

MY TIMETABLE

MONTH WEEK DAY

14 FEB - 20 FEB 2022

TODAY

	Mon 14 Feb	Tue 15 Feb	Wed 16 Feb	Thu 17 Feb	Fri 18 Feb	Sat 19 Feb	Sun 20 Feb
7:00							
8:00	8:00 - 9:00 EngrgMaths_115 L/Gr1/A/1 (Jan Mouton_1013)	8:00 - 9:00 EngrgDraw_123 L/Gr1/A/1 (Jan Mouton_3013)	8:00 - 9:00 EngrgMaths_115 L/Gr1/A/3 (Jan Mouton_1013)	8:00 - 10:00 EngrgMaths_115 T/Gr1/A/1 (Jan Mouton_1013)			
9:00	9:00 - 10:00 EngrgMaths_115 L/Gr1/A/2 (Jan Mouton_1013)	9:00 - 11:00 EngrgDraw_123 T/Gr1/A/1 (Jan Mouton_3013)	9:00 - 10:00 EngrgChem_123 L/Gr1/A/1 (Jan Mouton_1013)	10:00 - 11:00 EngrgChem_123 L/Gr1/A/3 (Jan Mouton_1013)			
10:00			10:00 - 11:00 EngrgChem_123 L/Gr1/A/2 (Jan Mouton_1013)	11:00 - 12:00 EngrgChem_123 L/Gr1/A/4 (Jan Mouton_1013)	11:00 - 12:00 EngrgDraw_123 P/Gr1/A/1 (EngrgMouton_1013)		
11:00							
12:00			12:00 - 13:00 EngrgMaths_115 L/Gr1/A/4 (Jan Mouton_1013)	12:00 - 13:00 EngrgMaths_115 L/Gr1/A/5 (Jan Mouton_1013)			
13:00		13:00 - 14:00 ForestSci_171 L/1 (POSauer_1051)		13:00 - 14:00 ForestSci_171 L/2 (POSauer_1051)			
14:00	14:00 - 17:00 EngrgDraw_123 T/Gr1/A/2 (Jan Mouton_1013)		14:00 - 15:00 ApplMathsB_124 L/Gr1/A/1 (Jan Mouton_1013)	14:00 - 15:00 ApplMathsB_124 L/Gr1/A/4 (Jan Mouton_1013)	14:00 - 16:00 EngrgChem_123 T/Gr1/A/1 (Jan Mouton_1013, Jan Mouton_3013)		
15:00			15:00 - 16:00 ApplMathsB_124 L/Gr1/A/2 (Jan Mouton_1013)	15:00 - 17:00 ApplMathsB_124 T/Gr1/A/1 (Jan Mouton_1013)			
16:00			16:00 - 17:00 ApplMathsB_124 L/Gr1/A/3 (Jan Mouton_1013)				
17:00							

To display My Timetable on your device's calendar, select the “Subscribe” button and follow the prompts for your specific calendar provider. You can use your Office365 university account to link your timetable as a new calendar. Choose “Office365” after selecting the “Subscribe” button, and sign-in to your Office365 account using your standard SUN username (include the @sun.ac.za suffix) and password. Office365 will prompt you to give your new calendar a name, call it “MyTimetable”, and then save it. Now use the Outlook mobile app to view your Calendars.

Click on the “Profile” icon on the left-hand side bar to check if your account has been set up to receive notifications. The checkbox beside the “I don't want to receive notifications” icon should not be checked if you wish to receive notifications. Also confirm that the email address referenced is the address that you are expecting.

You will receive an email when changes are made to an activity on your personalised timetable in My Timetable. To confirm the change, check your timetable on My Timetable for full details, as this **will always be up to date with regards to changes**.

Note: Departments will also inform you of last-minute changes. These changes can sometimes occur too close to the start date of the activity. In these cases, the email notification should be considered as the definitive source of information.

**For further queries about your timetable, contact:**

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