

ASSESSMENT MANAGEMENT COURSE BOOKING INSTRUCTION

ITS TRAINING

Click on **Upcoming courses** and select the preferred date to attend training

The screenshot shows a web browser window with the URL <https://dev-sps-staff.tut.ac.za/SiteDirectory/AMCourseBookings/Lists/Courses/calendar.aspx?CalendarDate=2010%2007%2001>. The page title is 'Assessment Management Course Bookings' and the user is logged in as 'Esther Magda de Klerk'. The main content area shows a calendar for July 2010. The calendar is currently in 'Month' view. The events are as follows:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4	5 09:00 AM Assessment Mark Training	6	7	8	9 09:00 AM Assessment Mark Training	10
11	12 09:00 AM Assessment Mark Training	13 09:00 AM Assessment Mark Training	14 09:00 AM Assessment Mark Training	15 09:00 AM Assessment Mark Training	16 09:00 AM Assessment Mark Training	17
18	19 09:00 AM Assessment Mark Training	20 09:00 AM Assessment Mark Training	21	22	23	24
25	26	27	28	29	30	31

The 'Upcoming courses' link in the left sidebar is circled in red. The training event on July 19th is also circled in red.

To de-register a course:

Click on **My courses**

Under **Courses I am attending**, Click on **Remove**, then Click on **OK**

Home - Assessment Management Course Bookings - Windows Internet Explorer provided by Tshwane University of Technology

https://dev-sps-staff.tut.ac.za/SiteDirectory/AMCourseBookings/default.aspx

TUT Intranet > Assessment Management Course Bookings

Welcome Esther Magda de Klerk

Assessment Management Course Bookings

All Sites | Advanced Search | Site Actions

- View All Site Content
- My courses**
- Upcoming courses
- Course Materials
- Course Surveys
- Add new feedback
- Announcements
- Links
- Recycle Bin

Courses

- 2010/07/05 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/09 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/12 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/13 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/14 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/15 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/16 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/19 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/20 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS
- 2010/07/26 09:00 AM Assessment Mark Training Entering and Calculation of Test Marks on ITS

(More Events...)

Courses I am attending

Course Title	Location	Start Time	End Time	My Registration
Assessment Mark Training	Building 4, Thupelong, Cheetah Lab, Pretoria Campus	2010/07/26 09:00 AM	2010/07/26 11:00 PM	Remove

Courses I have attended

You have not attended any courses.

Courses I am teaching

You are not scheduled to teach any courses.

Announcements: There are currently no active announcements. To add a new announcement, click "Add new announcement" below.

Links: There are currently no favorite links to display. To add a new link, click "Add new link" below.

Done | Local intranet | 100%

Registrations - Form loaded 2010-05-24T09:01:44Z - Windows Internet Explorer provided by Tshwane University of Technology

https://dev-sps-staff.tut.ac.za/SiteDirectory/AMCourseBookings/Lists/Registrations/Unregister.aspx?ID=19&Source=

TUT Intranet > Assessment Management Course Bookings

Welcome Esther Magda de Klerk

Assessment Management Course Bookings

All Sites | Advanced Search | Site Actions

Assessment Management Course Bookings > Registrations > Form loaded 2010-05-24T09:01:44Z > Edit Item

Course Registration: Unregister

Are you sure you want to unregister from this course?

Done | Local intranet | 100%