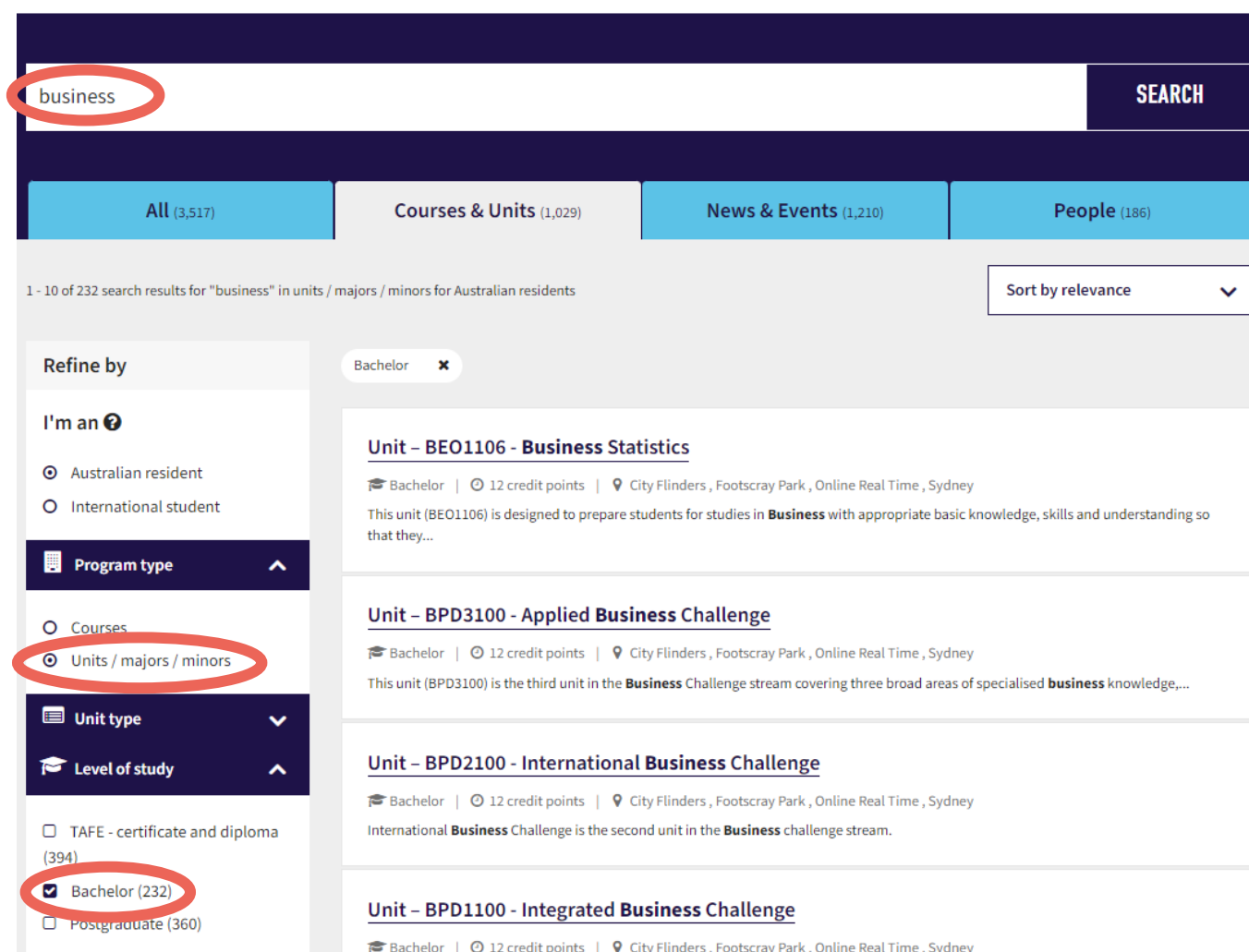# TIMETABLE GUIDE

How to look up VU units:

1. Go to the Course and Unit search page
   https://www.vu.edu.au/courses/search?iam=resident&type=Unit&f%5B0%5D=field_unit_lev%3Aundergrad

2. Choose your study level on the left hand side and refine your search either by college or type a keyword in the search box.

3. Click on the unit name to get an overview of the unit including learning outcomes, location, credit points and unit code.

Biology 2

Unit code: RBF1320 | Study level: Undergraduate

★ Credit points
12

(Generally, 1 credit = 10 hours of classes and independent study.)

📍 Location
Footscray Park

◎ Prerequisites
N/A

A full-time load is 48 credit points. This usually equates to four units. The minimum a student may undertake is 36 credit points, as this is a requirement for an Australian student visa.

It is important to write down the unit code and location of units you are interested in, as you need this later for the timetable.

NB: Credit equivalencies for a semester of study (4 units)

VICTORIA UNIVERSITY	48 credits
USA	12-15 credits
CANADA	15 credits
UK	60 credits or 30 ECTS
EUROPE	30 ECTS
JAPAN	15 Credits

Build a Timetable

1. Go to https://timetableplanner.vu.edu.au/2024/
2. Select units (HE) on the side tab

Timetable Planner

| Home |
| Teaching Areas |
| Vocational Education (VE) |
| Units (HE) |
| Courses (HE) |

Higher Education (HE) Timetables
Select Semester: Please Select...

Select Teaching Area*: Please Select...

Refine Unit List by Name:

Select Unit(s)*:
AAA5002_F_H1B1_HY - RESEARCH METHODS
AAH2002_F_H1B1_IP - WORLD BEFORE 1770

All VU units will now be displayed under Select Units(s).

3. The labelling of the unit has the following format:

UnitCode_Location_Semester/Block_Delivery-UnitName

VU Campuses have the following codes:
- CT = City Campus
- F = Footscray Park Campus
- CQ = City Queen Campus
- S = St Albans
- G = Footscray Nicholson

    VU has more campuses (e.g SY = Sydney) but they are irrelevant for exchange / study abroad students as they cannot undertake units there.

The Semester is listed as follows
- H1 = Higher Education Semester 1
- H2 = Higher Education Semester 2
- B1 = Block 1 etc

Unit Delivery
- IP = In Person (on campus)
- HY = Hybrid (part on campus, part online)
- ORT = Online Real Time (Online only) - **DO NOT SELECT ORT UNITS**

4. Using the following example

AAH2004_F_H1B1_IP – DIVIDED EUROPE

- AAH2004   = Unit Code
- F   = the unit is offered at Footscray Park
- H1B1   = the unit is offered in Semester, Block 1
- IP   = the unit is in person (on campus)
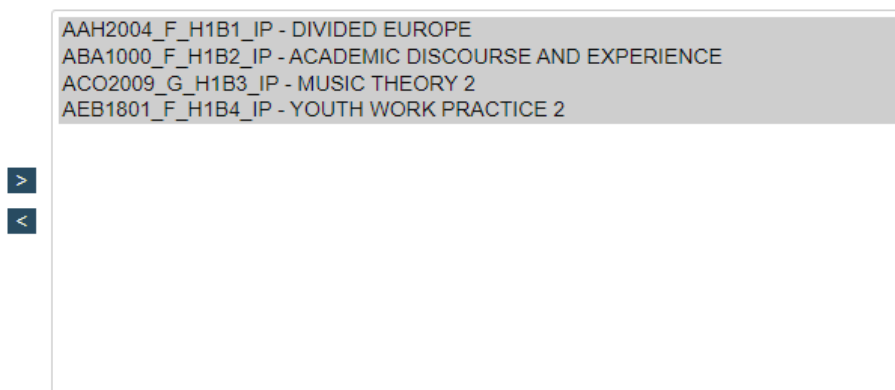
5. Find the units you are interested in by scrolling through the list or searching by unit code and move them to the right hand side by selecting them and clicking on >. Repeat this step until you have 4 units.
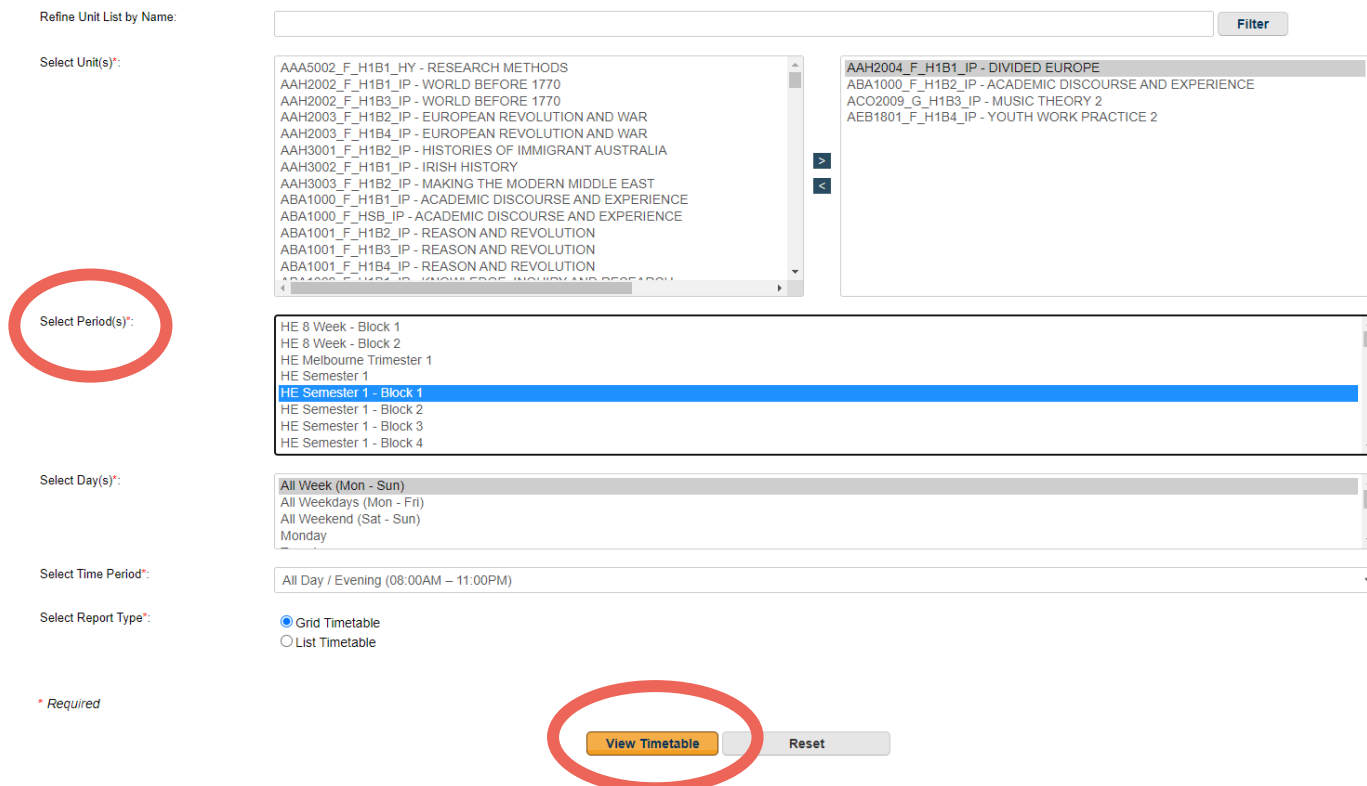
6. You should ensure that you select only one unit for each block, as shown below. If you intend to take only three units, you do not need to have three units in a row (e.g. 1B1, 1B2, 1B3), but if you don't, you will have a four-week gap during the semester (e.g. 1B1, 1B2, 1B4).

7. No you can create your Timetable.
    If undertaking units in Block (all Undergraduate/Bachelors programs), select each block individually and then click View Timetable. Repeat this process for each block.
    For Postgraduate students select HE Semester 1 or 2

8. If you select a specific block for the study period, only the unit offered in this block will be displayed.

9. If you select Semester 1 or 2 your timetable will include all 4 blocks and you need to look at the course code or date range to find out when the course is offered. Note: the timetable is across the entire semester, not a week. In this example, Music Theory 2 is taught 22/03/2022 – 12/04/2022, and Divided Europe is 22/02/2022 – 15/03/2022, for example.

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