

Guidance for Keaplan.kea.dk

You will find your schedule by using the link below.

<http://keaplan.kea.dk>

In the left side, you have to choose "**Student sets**"

Then you choose "Department" in the drop-down menu in "**Select department**" eks. BYG

Now you will be able to see all teams at BYG

You can either look through the list or search for your team in the search box. You must be aware that there may be 2 teams to follow if you have optional electives.

Under the field "Weeks", select "E2017-Standard", here you can also choose a single week if you wish.

Under the field "**Days**" you choose "week days"

In the field "**Time**" you don't choose anything.

In the field "**Layout**" we recommend that you choose "Individual timetable" or "Week timetable"

Now click on "**View Timetable**"

You will now see your schedule for the selected period

You must be aware that the schedules will be posted continuously. You can, therefore, assume that your schedule is not available, but it will be visible when it's ready.

Do you have any questions please contact Servicedesk:

<http://it.kea.dk/dansk/>

Phone 46460046 between man-torsdag from kl.8-16 and fredag fra kl.8-15