

ASIO: How to use the student schedule

You can log into Asio via the tool menu, or directly via the address:

<http://asio.uniarts.fi>

Use your Uniarts username to log into Asio. You can set the language (Finnish, English, Swedish) by clicking the icon on the top right corner of the home page. The following navigation menu is on the left side of the Asio home page:



<< 2016 >>						
Jan	Feb	Mar	Apr	May	Jun	
Jul	Aug	Sep	Oct	Nov	Dec	
Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

<< Prev. week 33 Next week >>
>> Show today

- My agenda
- Sibelius Academy
- Academy of Fine Arts
- Theatre Academy
- Library
- Helsinki Music Centre
- Other spaces
- Facility maps
- Teacher calendars
- Programme calendars
- Student schedule
- Course calendars

-> Go to **"Student schedule"** in the menu

After clicking on **Student schedule**, the system will take you to a page where you can choose a semester for your schedule:

Student schedules

? Close

My schedule: Välj en termin

Choose a semester and proceed to your own schedule.

- Spring 2017
- Autumn 2016
- Spring 2016
- Autumn 2015
- Spring 2015
- Autumn 2014
- Spring 2014
- Autumn 2013

Continue >>

Search schedules

Browse course schedules using a free text search.

Continue >>

Next, click on the **Continue** button.

You can proceed to the **Create a new schedule** page to choose the programmes that offer courses that you want to add to your schedule:

Student schedules - Autumn 2016

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Pärnä Mikko (429534)

Create a new schedule

You are able to create a new timetable based on the supply of one or more programmes. You can access a selected programme by clicking on its name. In order to examine the supply of several programmes, please mark the programmes of your interest and then click on the Continue button on the bottom of the page.

- ▶ Academy Of Fine Arts
- ▶ Sibelius Academy
- ▶ University Of Arts Helsinki
- ▶ Theatre Academy

Continue >>

Student schedules - Autumn 2016 ? Close

[<< Back](#)

Pärnä Mikko (429534)

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- ▶ Academy Of Fine Arts
- ▶ Sibelius Academy
- ▼ University Of Arts Helsinki
 - Language studies
 - Mobility studies at KuVA
 - Mobility studies at SibA
 - Mobility studies at Teak
 - SAMIA Sound Art and Sonic Arts
 - Tai/Myöshäisiin taidekasv
 - Wellbeing courses
 - Working Life Skills
 - Writing
- ▶ Theatre Academy

[Continue >>](#)

After choosing the programmes, click on the Jatka >> button again.

On the next page, you can see the selection of programmes and plan your schedule by clicking on the course names. **Note: Please plan your schedule according to your study plan!**

When ASIO detects scheduling conflicts, it shows them in red.

Student schedules - Autumn 2016

[<< Back](#) [Save](#) [Printable version](#)

[Add courses...](#) [WebCal](#)

Select/deselect all

Courses - KuvAn liikkuvuusopinnot

- K-AS21 Artistic studies, Sculpture
 - Spiritualia
- K-AS23 Artistic studies, Printmaking
 - HAMARTIA
 - KROJAINES
 - Situations
- K-AS24b Studies in Site ans Situation Specific Art
 - Romanticis
 - Situations
- K-AS25 Artistic studies, drawing and perception
 - AUTUMN2016

Day	Time	Week																							
		31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52		
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K-AS21 Artistic studies, Sculpture

a) Spiritualia

Mon 16-18 VA-543 Neuvotteluhuone White Grant Scott (wks 35-36)
Luostarinen

Mon 16-18 VA-143 Neuvotteluhuone White Grant Scott (wks 37-39,
Sallinen 50-51)

Mon 16-18 VA-145 Neuvotteluhuone Lampi White Grant Scott (wks 43-49)

Notes Art and Spirituality lectures
Vaihtoehtoiset koodit K-AS27

Language English

K-AS23 Artistic studies, Printmaking

b) HAMARTIA

Mon 10-17 VA-601 Luentotila/ Pietila (wks 40-41)

Mon 10-17 VA-605 Serigrafia (wks 40-41)

Tue 10-12 VA-601 Luentotila/ Pietila (30.08, wk 35)

Tue 10-12 VA-605 Serigrafia (30.08, wk 35)

Tue 10-17 VA-601 Luentotila/ Pietila (wks 40-41)

Tue 10-17 VA-605 Serigrafia (wks 40-41)

Wed 10-12 VA-601 Luentotila/ Pietila (31.08, wk 35)

Wed 10-12 VA-605 Serigrafia (31.08, wk 35)

Wed 10-17 VA-601 Luentotila/ Pietila (wks 40-41)

Wed 10-17 VA-605 Serigrafia (wks 40-41)

Thu 10-17 VA-601 Luentotila/ Pietila (wks 40-41)

Thu 10-17 VA-605 Serigrafia (wks 40-41)

You can also view the schedule of your choice via the weekly view by clicking on the week numbers on the top row.

Day	Time	Week																							
		31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52		


Weekly view:

Student schedules - Autumn 2016 - Week 40


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Week: Combined 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46
47 48 49 50 51 52

	Monday 03.10.2016	Tuesday 04.10.2016	Wednesday 05.10.2016	Thursday 06.10.2016	Friday 07.10.2016	Saturday 08.10.2016	Sunday 09.10.2016
8:00							
9:00							
10:00	10:00 - 17:00 K-AS23 Artistic studies, Printmaking (HAMARTIA) VA-601, VA-605	10:00 - 17:00 K-AS23 Artistic studies, Printmaking (HAMARTIA) VA-601, VA-605	10:00 - 17:00 K-AS23 Artistic studies, Printmaking (HAMARTIA) VA-601, VA-605	10:00 - 17:00 K-AS23 Artistic studies, Printmaking (HAMARTIA) VA-601, VA-605	10:00 - 17:00 K-AS23 Artistic studies, Printmaking (HAMARTIA) VA-601, VA-605		
11:00							
12:00							
13:00							
14:00							
15:00							
16:00							
17:00							
18:00							

If you want to view a list of individual dates and classes, you can do so by clicking on the  button on the row of the course in question.

K-AS21 Artistic studies, Sculpture

a) Spirituali 

Mon 16-18 VA-543 Neuvotteluone Luostarinen White Grant Scott (wks 35-36)


Mon 16-18 VA-143 Neuvotteluone Sallinen White Grant Scott (wks 37-39, 50-51)

Mon 16-18 VA-145 Neuvotteluone Lampi White Grant Scott (wks 43-49)

Notes Art and Spirituality lectures
Vaihtoehtoiset koodit K-AS27

Language English

K-AS21 Artistic studies, Sculpture

a) Spirituali 

Mon 29.08 16-18 VA-543 Neuvotteluone Luostarinen White Grant Scott

Mon 05.09 16-18 VA-543 Neuvotteluone Luostarinen White Grant Scott

Mon 12.09 16-18 VA-143 Neuvotteluone Sallinen White Grant Scott

Mon 19.09 16-18 VA-143 Neuvotteluone Sallinen White Grant Scott

Mon 26.09 16-18 VA-143 Neuvotteluone Sallinen White Grant Scott

Mon 24.10 16-18 VA-145 Neuvotteluone Lampi White Grant Scott

Mon 31.10 16-18 VA-145 Neuvotteluone Lampi White Grant Scott

Mon 07.11 16-18 VA-145 Neuvotteluone Lampi White Grant Scott

Mon 14.11 16-18 VA-145 Neuvotteluone Lampi White Grant Scott

Mon 21.11 16-18 VA-145 Neuvotteluone Lampi White Grant Scott

Mon 28.11 16-18 VA-145 Neuvotteluone Lampi White Grant Scott

Mon 05.12 16-18 VA-145 Neuvotteluone Lampi White Grant Scott

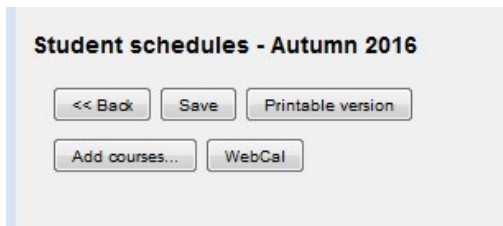
Mon 12.12 16-18 VA-143 Neuvotteluone Sallinen White Grant Scott

Mon 19.12 16-18 VA-143 Neuvotteluone Sallinen White Grant Scott

Notes Art and Spirituality lectures
Vaihtoehtoiset koodit K-AS27

Language English

When you have finished planning the schedule, press on the **Save** button. You can return to the schedule that you have saved and make updates and changes on it later on.



You can save the courses on the list by clicking the [Tulostettava versio](#) button in your Asio student calendar. The course list is a useful tool when signing up for classes in WebOodi.

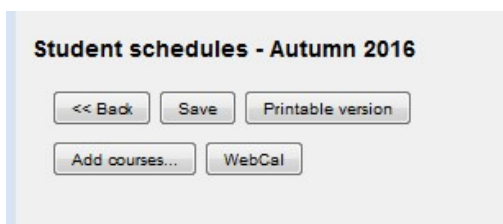
You can also search for courses available in other programmes!

Note: Use of the student schedule is not the same thing as signing up for classes in WebOodi!

Linking your Asio student schedule with your own electronic calendar

You can print the completed calendar or synchronise it with your own electronic calendar. You can link the timetable for your group instruction with your other schedules in the electronic calendar.

After saving your student schedule, you can subscribe its feed to your electronic calendars by clicking on the [WebCal](#) button.



Copy the content in the WebCal link field and attach it to your own calendar.

WebCal activation Stäng

WebCal-link	<input type="text" value="https://asio.uniarts.fi/w/i.php?836siba%2Cp429534be"/> Open in browser: <input type="button" value="WebCal"/> <input type="button" value="Text"/>
Email address	<input type="text" value="mikko.parna@uniarts.fi"/>
Email subject	<input type="text" value="Link to WebCal calendar Mikko Pärnä"/>
Email message	<div style="border: 1px solid #ccc; padding: 5px;"> Link to WebCal calendar Mikko Pärnä: https://asio.uniarts.fi/w/i.php?836siba%2Cp429534be </div>

- This application allows you to subscribe to the calendar using a WebCal feed.
- Click on the **Open in web browser** button to open the WebCal link in the default WebCal application for your Web Browser.
- Give your email address and click on the **Send link by email**-button to send the WebCal link to your email. This way you can get the link easily into for example a mobile device.

Please note that because the student schedule is created per semester, each link to a student schedule is different from the previous one. Always synchronise the Webcal link with your other programmes after updating your schedule.

If the times for your classes change during the semester, the new timetable will be updated to your student schedule and through the link to your electronic calendar. If you want to update the information on your group instruction (remove or add courses) in the calendar, you can do so in the student schedule.

You can access the Webmail calendar of the University of the Arts Helsinki at: <http://webmail.uniarts.fi/>

You can add Asio's WebCal link to the Webmail Office 365 calendar of the University of the Arts Helsinki using these instructions:

<https://support.office.com/en-ca/article/Open-an-Internet-calendar-in-Outlook-Web-App-5de44446-aa16-4e8f-9ddd-84f170446226>

If you want to link Webcal with your phones and calendar programmes, visit this page to read WebCal instructions for different software: http://www.webcal.fi/fi-FI/tuetut_ohjelmat.php

The IT support team of the University of the Arts Helsinki can help you link WebCal with Webmail calendar, if necessary help@uniarts.fi. If you have other questions, please send an email to: asio-help@uniarts.fi