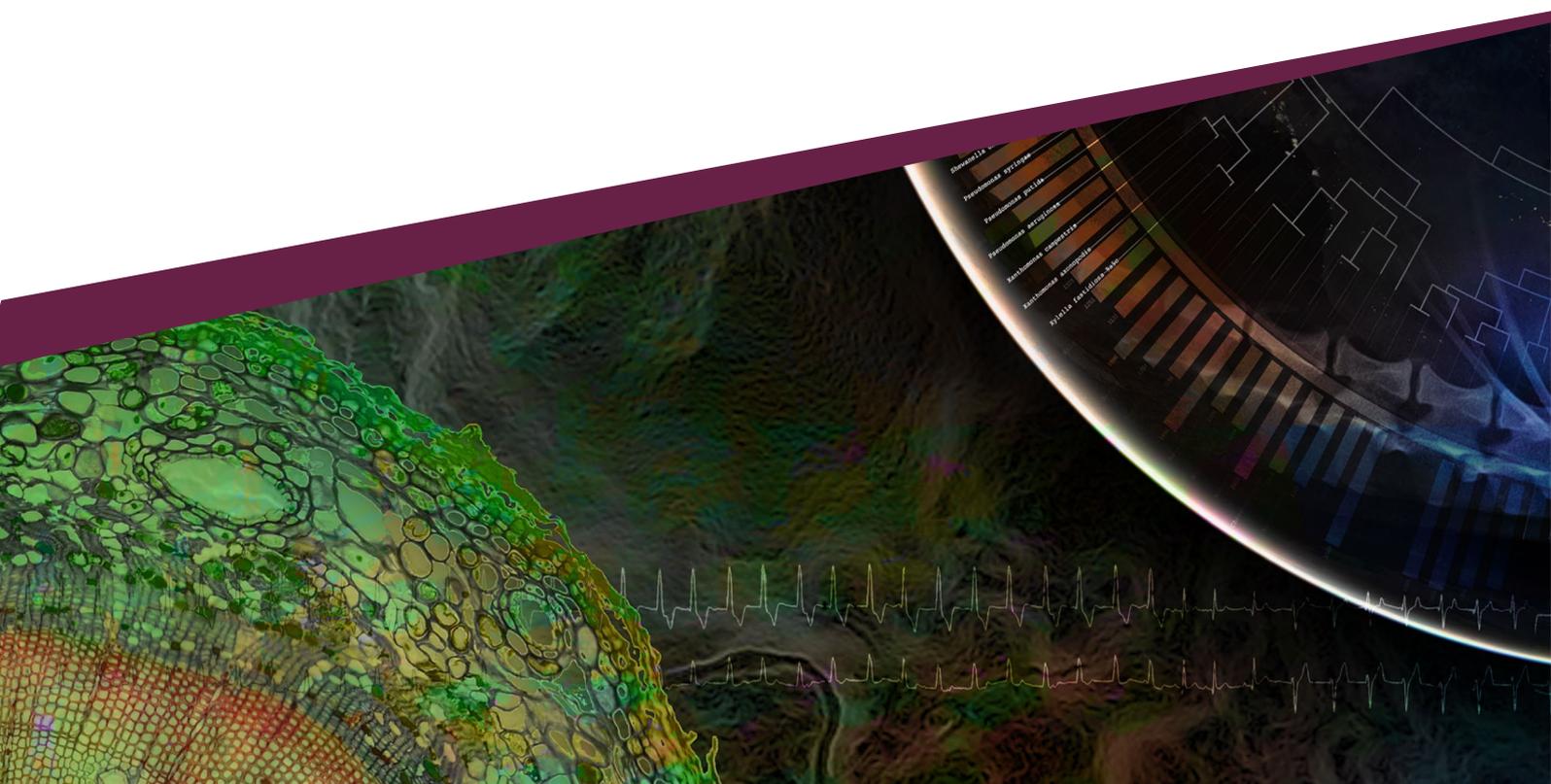




TimeEdit Student

Step by step

A guide compiled by Exam Services
2022-03-31



Introduction

This manual about TimeEdit Student is for you as a student in Uppsala and Alnarp who have registered for an on campus exam in Ladok Student, and for you as a student with targeted study support who have registered a request for an adjusted examination in connection to the registration in Ladok Student.

In TimeEdit Student, you can log on to your personal page to see your information regarding the exam. There you can see the time of the exam, any tools that may be brought to the exam and in which room you are placed. Through your personal login, information is also displayed regarding which requests for adjustments you have been granted, if you have applied for adjusted examination.

For any questions or concerns about the manual, contact the Exam Services

Uppsala: tentamen@slu.se

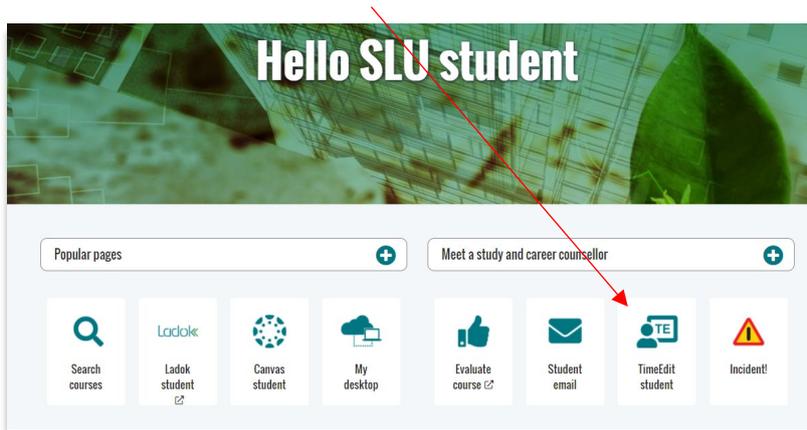
Alnarp: tentamen.alnarp@slu.se

Example of question from student:

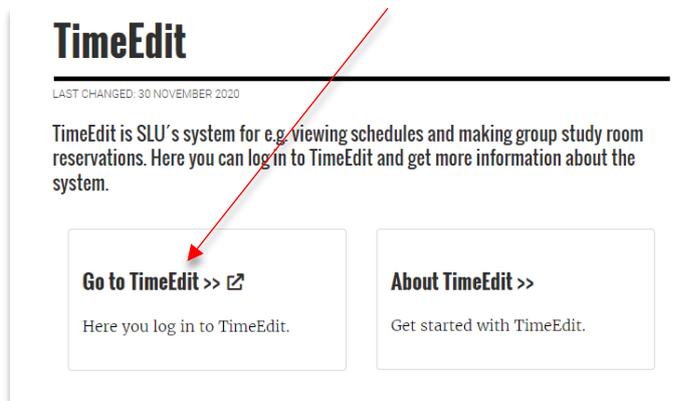
Hi, my name is Kim and I will write the exam for the course KE0066 statistics 13:15-16:00 on April 28. Where can I find more information about the exam, for example which adjustments I have been granted or which room I should write in?

STEP 1: Go to www.slu.se/student

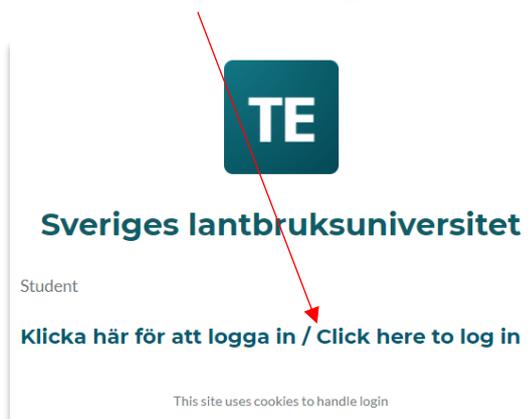
STEP 2: Open TimeEdit student



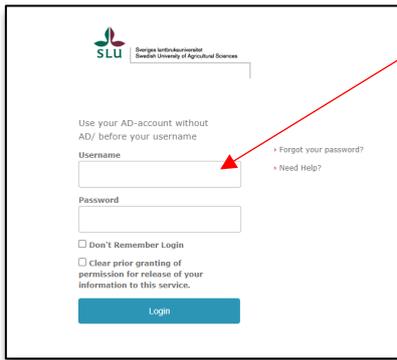
STEP 3: Click "Go to TimeEdit".



Click here to get to the login.

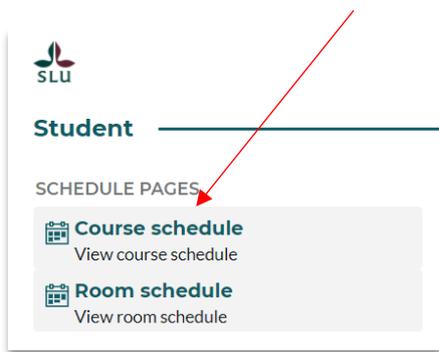


STEP 4: Log in with your student account to access your personal page.



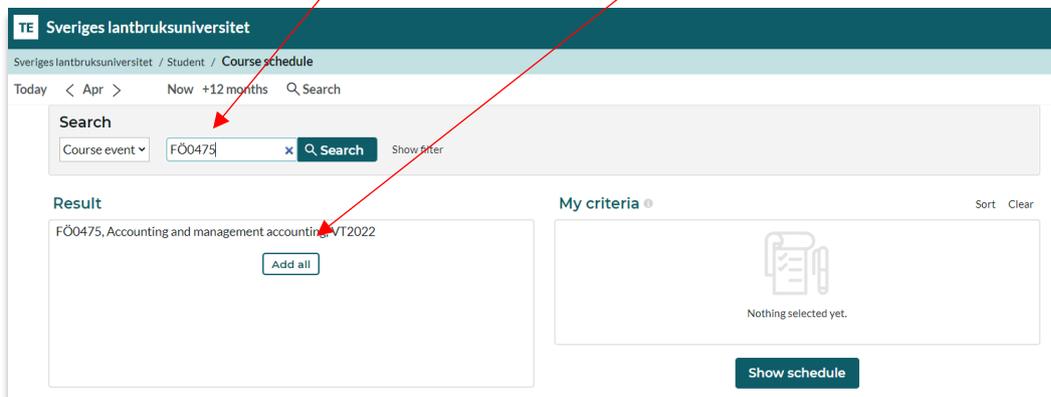
The image shows the login page for SLU (Sveriges lantbruksuniversitet). At the top left is the SLU logo and name. Below it, there is a note: "Use your AD-account without AD/ before your username". There are two input fields: "Username" and "Password". To the right of the "Username" field are two links: "Forgot your password?" and "Need Help?". Below the input fields are two checkboxes: "Don't Remember Login" and "Clear prior granting of permissions for releases of your information to this service.". At the bottom is a blue "Login" button.

STEP 5: Click on "Course schedule"



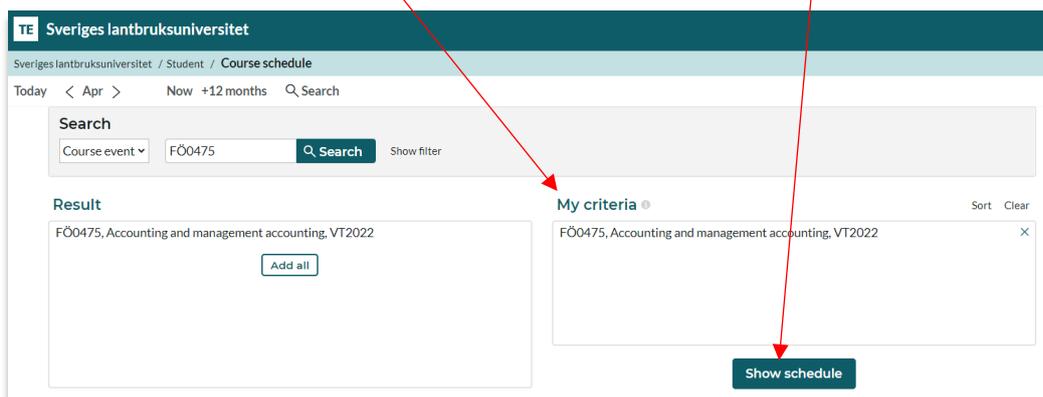
The image shows a navigation menu for a student. At the top left is the SLU logo. Below it is the word "Student" with a horizontal line. Underneath is the heading "SCHEDULE PAGES". There are two items listed: "Course schedule" with a calendar icon and the subtext "View course schedule", and "Room schedule" with a calendar icon and the subtext "View room schedule".

STEG 6: Enter the course event e.g. KE0066. Then click "Add all".



The image shows a search interface for course events. At the top is a dark teal header with "Sveriges lantbruksuniversitet". Below it is a breadcrumb trail: "Sveriges lantbruksuniversitet / Student / Course schedule". There is a navigation bar with "Today", "Apr", "Now", "+12 months", and a search icon. A search box contains "Course event" and "FÖ0475". Below the search box is a "Result" section with one entry: "FÖ0475, Accounting and management accounting, VT2022" with an "Add all" button. To the right is a "My criteria" section with "Nothing selected yet." and a "Show schedule" button.

When you see the course under "My criteria", click "Show schedule"



The image shows the same search interface as above, but now the "My criteria" section contains the course "FÖ0475, Accounting and management accounting, VT2022" with a close button (X). The "Show schedule" button is highlighted with a red arrow.

STEP 7: Now you see the schedule. If there are several rooms booked for the same day and time, go to the link “exam.timeedit@com” for that date to see your placement for this exam.

Time	Course code	Course name	Group	Exam info	Place	Teacher	Activity	Exam type
Thu 2022-04-28								
08:00 - 12:00	F00419 F00475	Introduction to Financial and Managerial Accounting Accounting and management accounting	Group A-D	exam.timeedit.com	Exam hall 1	Karin Hakelius	Examination	Papperstentamen
08:00 - 12:00	F00419 F00475	Introduction to Financial and Managerial Accounting Accounting and management accounting	Group A-D	exam.timeedit.com	Exam hall 2	Karin Hakelius	Examination	Papperstentamen
w18 Mon 2022-05-02								
08:00 - 11:00	F00475	Accounting and management accounting			Audhumbla		Lecture	
Thu 2022-05-05								
13:00 - 14:00	F00475	Accounting and management accounting			Lecture hall W		Lecture	
Fri 2022-05-06								

STEP 8: Log in with your social security number to find your personal information about the exam. You will see which room you are placed in, and if there are any specific information about your exam.

Välkommen!
Hitta ditt tentamensschema

ÅÅÅÅMMDD-XXXX

[View your exam schedule](#)

IF you receive a message stating that the system cannot find your student ID, check the following:

- Have you logged in with your student ID according to STEP 4?
- Is your social security number registered according to YYYYMMDD-XXXX
- Are you registered for this exam?

Välkommen!
Hitta ditt tentamensschema

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We were unable to locate your student id on the exam. Please try again.

[View your exam schedule](#)