

Training schedule for 2017

2017	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov					
Sat				1			1									
Sun	1			2			2			1						
Mon	2			3	1	Workers Day	3			2						
Tue	3			4	2		4	1		3						
Wed	4	1	Assess (H)	1	5	3	5	2		4	1 Lectures close					
Thur	5	2	Collab (H)	2	6	4	Digital Lectures (H)	1	**Tii Advanced (Grading/Feedback) [H]	5	2					
Fri	6	3	Metrical (H)	3	7	Lectures close	5	2		6	3					
Sat	7	4		4	8	6	6	3		7	4					
Sun	8	5		5	9	7	7	4		8	5					
Mon	9	6	Start of lectures	6	10	8	5	Overview (H)	4	9	6	Overview (M)				
Tue	10	7		7	11	9	6	Content H	5	10	7	Content (M)				
Wed	11	School starts	8	8	Grades (H)	12	10	QuestUP (M) PM	6	11	8	Assess (M)				
Thur	12		9	9		13	11	QuestUP (H) AM	7	eLA	9	Collab (M)				
Fri	13		10	10	14	Good Friday	12	Grades (H)	8	eLA	10	Metrical (M)				
Sat	14		11	11	15	13	10		9		11					
Sun	15		12	12	16	14	11		10		12					
Mon	16		13	13	Overview (M)	17	Family day	15	12		13					
Tue	17		14	14	Content (M)	18	16	13			14					
Wed	18		15	15	Assess (M)	19	Lectures start	17	14	13	Spring day	18	15			
Thur	19		16	Tii (H)	16	Collab (M)	20	18	Mobile (H)	14	19	16	QuestUP (H) AM			
Fri	20		17	17	Metrical (M)	21	19	16	Youth Day	15	20	17				
Sat	21		18	18	22	20	17	17		16	21	18				
Sun	22		19	19	23	21	18	18		17	22	19				
Mon	23	Acad Induction	20	QuestUP (OP) PM	20	No lectures	24	19	Overview(M)	18	23	20	Overview(H)			
Tue	24	Acad Induction	Digital Lectures (H)	21	QuestUP (M) PM	21	Human Rights	25	20	Content (M)	19	Mobile (H)	24	Grades (H)	21	Content (H)
Wed	25	Acad Induction	Assist (H)	22		22		24	Tii (H)	20	25	22	Assess (H)			
Thur	26	Acad Induction	23	QuestUP (H) AM	23		27	Freedom day	25	22	Collab (M)	26	23	Collab (H)		
Fri	27	Acad Induction	24	Assist (H)	24	Assist (H)	28	No lectures	26	23	Metrical (M)	27	24	Metrical (H)		
Sat	28		25		25		29		27	24		28	25			
Sun	29		26		26		30		28	25		29	26			
Mon	30		27		27		29		26	26		27	Supp exams start			
Tue	31		28		28		30	eLA	27	27		28				
Wed			29		29		31	eLA	28	** Digital Lectures [H]		29				
Thur			30		30				29			30				
Fri			31	School closes					30	School closes			Acad year closes 1 Dec			
Sat																
Sun																

No training in July

Exams starts

Register on PeopleSoft Human Capital System. For further assistance with the registration process contact:
 Hatfield: upstafftraining@up.ac.za
 Medical: hannelie.untiedt@up.ac.za
 Please contact Carol Gossmann for the Academic Induction training @ carol.gossmann@up.ac.za

Campuses
(H) Hatfield
(M) Medical
(OP) Onderstepoort

Workshops (Academics) (Register through People soft)	
Overview 8h00-13h00	Collaboration 8h00-13h00
Content 8h00-13h00	METRICAL 8h00-13h00
Assessment 8h00-13h00	Turnitin (Tii) 8h00-12h00
Creating Digital Lectures (9h00-16h00)	Mobile 9h00-13h00
Academic Induction	QuestUP AM = 8h00-12h00; 12h30-16h30 PM =
ELA = Elearning for academics	

Courses for Administrators & Academics
clickUP Assist 8h00-12h30
clickUP Grades 8h00-13H00

Additional courses:
 to register email:
hannelie.untiedt@up.ac.za
****Tii Advanced (Grading/Feedback) [H]**
**** Digital Lectures [H]**