

Defining Time Mappings

Time mappings are similar to [standard schedules](#) in that they are lists of meeting patterns that represent standard time blocks for classroom scheduling. The difference is that instead of individual meeting patterns, each item in a Time Mapping list has both a Source meeting pattern and a Destination meeting pattern which are used in [Optimizer Simulation Transformations](#) to simulate the placement effects of changes to the meetings patterns in the snapshot being used.

For example:

| Source | Destination |
|-----------------|----------------|
| 07:00-08:00 MWF | 07:00-08:30 TR |
| 15:10-16:00 TR | 15:00-15:50 TR |

The first example above would be used to simulate the placement effects of converting 7:00 am to 8:00 am Monday, Wednesday, Friday meeting patterns to 7:00 am to 8:30 am Tuesday, Thursday meeting patterns – a change in meeting pattern days.

The second example above would be used to simulate the placement effects of converting 3:10 pm to 4:00 pm Tuesday, Thursday meeting patterns to 3:00 pm to 3:50 pm Tuesday, Thursday meeting patterns – a change to "clean up" the class schedule so all classes have a consistent start time at the top of the hour.

When performing an [Optimizer simulation run](#) time mappings can be applied to some or all of the classes in each run to see the placement effects of specific changes.

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Begin Creating or Editing a Time Mapping List

1. Open the Time Mapping Settings

With the Projects tab selected, click **Time mappings** under **Settings** on the left sidebar.

2. Create or Select a Time Map

- Click the **Create** button to start a new list.
- OR

- Select an existing list from the **Time Maps** drop-down.

3. Edit the Time Map Text

Edit the text in the Time Maps box to rename the currently selected list.

Add Meeting Pattern Mappings to a Time Mapping List

1. Select or Create a Time Mapping List

Select the list from the **Time Maps** drop-down or create a new time mapping list, as described above.

2. Select the Source Meeting Pattern(s) you Want to add

Select your desired snapshot from the **Snapshots** drop-down.

To assist in finding the right meeting patterns, **sort** the list by any of the following columns:

- Start/End - the start and end times of the meeting pattern
- Dur - the duration (in minutes) of the meeting pattern
- Days - the days of week on which the meeting pattern is held
- Events - the number of courses in the selected snapshot which have this meeting pattern
- Added - whether the meeting pattern is already present in the currently selected list

Click to select each meeting pattern you want to add to the list or **Hold "shift"** and click to select multiple meeting patterns.

3. Define the Destination Meeting Pattern

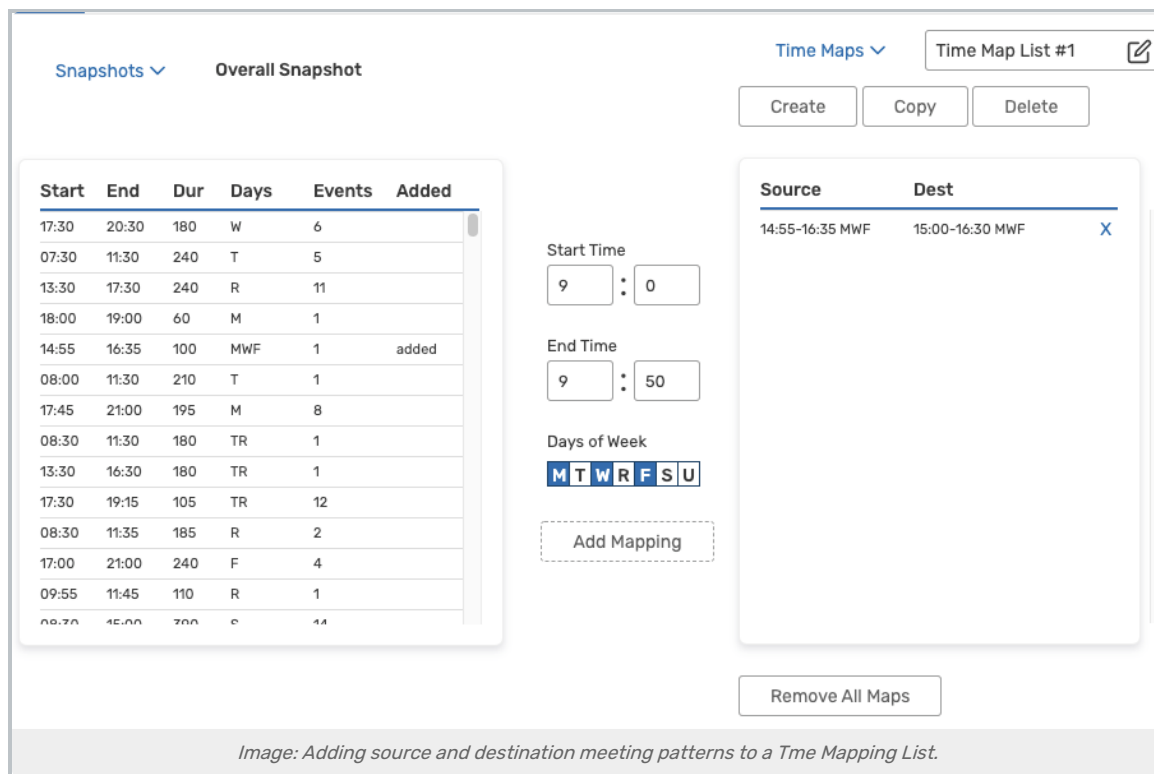
Type a start time and end time for the meeting pattern (24-hour format).

Click the days of week for the meeting pattern.

4. Save

Click the **Add Mappings** button to add the selected patterns to the list. All selected patterns on the left (source) will be mapped to the pattern defined in the middle (destination).

In this example, the Source 14:55 - 15:35 MWF meeting pattern is mapped to the Destination 15:00 - 16:30 MWF meeting pattern.



Remove Meeting Patterns From or Delete a Time Mapping List

1. Select the List From the Time Maps Dropdown

2. Remove or Delete

- Click the **X** next to a meeting pattern to remove it from the list.
- Click the **Remove All** button to remove all meeting patterns from the list.
- Click the **Delete** button to delete the list.

Video Demo