Examiner Guide: Uploading availability in ERIC

Open the EXAMINER CALENDAR

My Account	:: Messages	
My Centre	Message Search No messages	
Booking Form		
View Bookings		
Examiner Calendar		

Then select availability mode here

My Account	Node: Availability V Examiner: Corinne Kilvington				
	today Sep	D, 2013	Wed	Thu	Pri
Booking Form View Bookings	26	27	28	29	30
Examiner Calendar	2	3	4	5	6

Right mouse click on a day to create availability.

8 My Account	Mode: Availability Examiner: Corinne Kilvington today Sep, 2013					
😻 My Centre						
	Mon	Tue	Wed	Thu	Fri	
Booking Form	26	27	28	29	30	
View Bookings						
Examiner Calendar	2	3	4	5	6	
		ite Availability				
	9	10	11	12	13	

Choose the times and click 'create'