



## Introduction

- The first group of countries to be included in the index were the United Kingdom, France, Germany, Italy, and Japan.

## Accessing the Event Booking system

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Student	Programme	Year	Department	Mode	Status	From	To	%
2014-15	Media and Film	Part	Registered, 05-Jul-2010-20-Jan-2014	50		Smith, V	DPhil Film Studies	

Record Contact with Gareth Jones

Cancel Save Help

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#### 4. Checking Student Availability

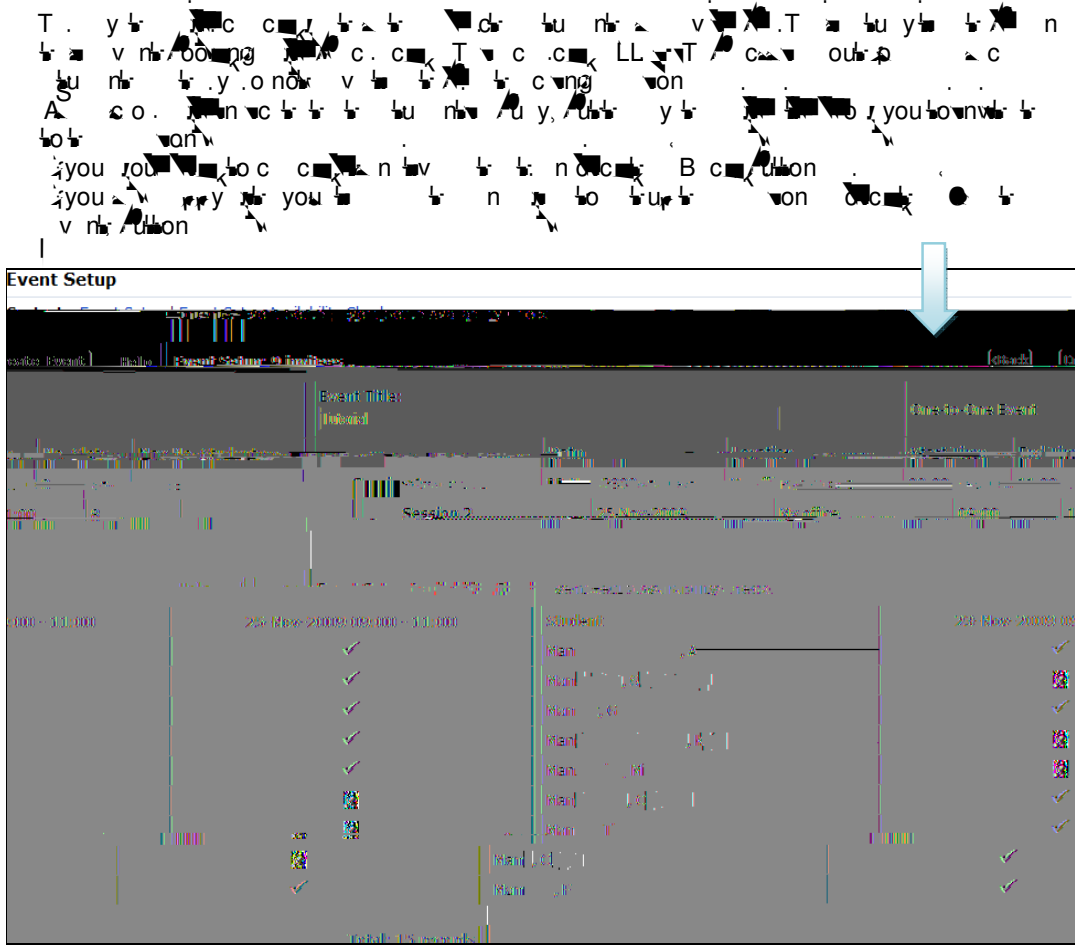


Figure 4 - Event setup availability check

#### 5. Inviting Staff to an Event

