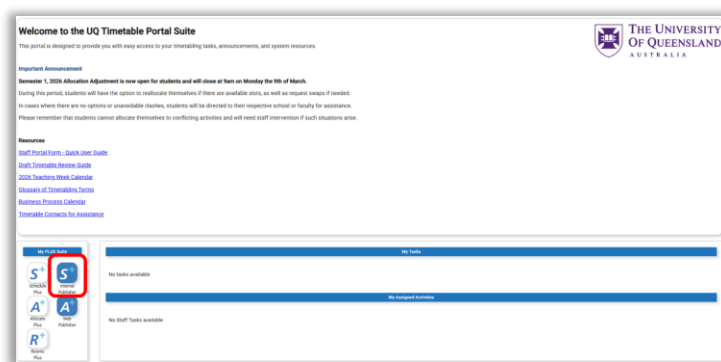


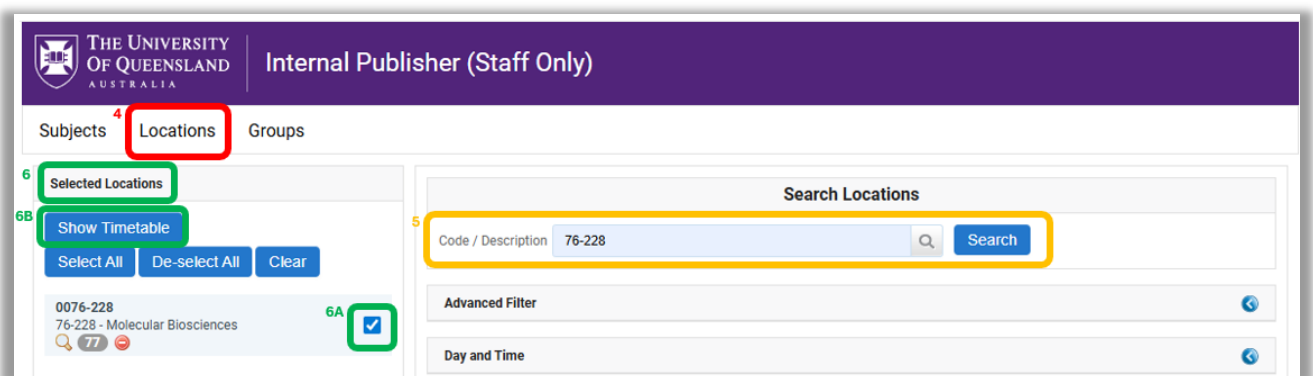
UQ Plus Suite – Internal Publisher (Location View)

This guide has been developed to support UQ staff in accessing and viewing designated central learning spaces using a calendar-based view via the UQ Plus Suite (Internal Publisher). It outlines the steps required to navigate the system, understand available room information, and locate central learning spaces for ad hoc room bookings via Rooms Plus.

1. Navigate to the UQ Plus Suite Portal homepage: <https://timetable.my.uq.edu.au/plussuite/home.htm>
2. Staff will be prompted to enter and verify their staff credentials via UQ Authenticate/Okta.
3. The UQ Plus Suite Portal homepage will display. Select **Internal Publisher** from the Application Navigation Icons. The Internal Publisher will open in a new window.



4. Select **Locations** from the top task bar.
5. In the Code/Description search bar, enter the venue you are interested in booking*, and select **Search**.
6. The venue will appear within the left menu under **Selected Locations**. Select the checkbox against the venue and select **Show Timetable**.



Note: To ensure optimal usability, it is recommended that you refrain from using the **Advanced Filter** and search only for specific venues.

7. The location calendar will appear and will default to showing all weeks. You can narrow the weeks down by selecting **Current Week** from the drop-down menu. This will then enable you to click between weeks using the left and right arrows.
8. You can choose whether you view by **Day**, **Week** or **Month** using the options on the top right.
9. You can view the details of an existing booking by selecting the booking from the calendar.
10. If the room is available at your desired time, complete the booking via [Rooms Plus](#).

Internal Publisher (Staff Only)

Subjects Locations Groups

Selected Locations

Search

Select All De-select All Clear

0076-228
76-228 - Molecular Biosciences

Day Week Month 09/03/2026 - 15/03/2026 (current week) Today

	9/3 (Mon)	10/3 (Tue)	11/3 (Wed)	12/3 (Thu)	13/3 (Fri)	14/3 (Sat)	15/3 (Sun)
8:00 AM							
9:00 AM	PHYS3060_S1_20 Extragastric Astrophysics and Cosmology				309M2203_S1_20 Data Analytics and Information Management		
10:00 AM	NUMS7125_S1_20 Order Adults Health	960681 Environ Hazards	960977 Environ Hazards	70UR7022_S1_20 Occupational Foundations of Tourism, Hospitality and Events	4222ADHOC Adhoc Activity		
11:00 AM	76-228 Molecular Biosciences Susan Neman	76-228 Molecular Biosciences	76-228 Molecular Biosciences	76-228 Molecular Biosciences	76-228 Molecular Biosciences		
12:00 PM	HIST3605_S1_20 War and Society in the Twentieth Century	MEDH4304_S1_20 Ned Shupe Manufacturing	348T3360_S1_20 The City in History				
1:00 PM	76-228 Molecular Biosciences	76-228 Molecular Biosciences Kazutosu Nogita	76-228 Molecular Biosciences				
2:00 PM	CIVL4276_S1_20 Geotechnical Investigation	4222ADHOC Adhoc Activity	309M2207_S1_20 Managing Business Data				
3:00 PM	76-228 Molecular Biosciences Chenming Zhang	76-228 Molecular Biosciences	76-228 Molecular Biosciences				
4:00 PM	CIVL3380_S1_20 Structural Steel Design	96064224_S1_20 Bioprocess Engineering					
5:00 PM	76-228 Molecular Biosciences Anthony Ho	76-228 Molecular Biosciences Adrian DeFries					
6:00 PM							

Activity Details

4222ADHOC
Adhoc Activity

Activity Type	Room Plus Booking
Group	ADHOC
Activity	RP_A4NC5FD0_00Y1
Description	-
Day	Thu
Time	10:00
Campus	St Lucia
Location	76-228 - Molecular Biosciences
Staff	-
Duration	2 hrs
Date	12/3
Weeks	12/3

[Go Back](#)

* If you are searching for rooms with operable walls (e.g. ModWest 11A-110/111), you must search each configuration separately to view accurate availability. This includes searching for the combined space (11A-110/111) as well as each individual room (11A-110 and 11A-111).