

Course Resources -- Quarterly Timeline (U.S.)

Timeline	4 → 2 months before quarter starts	2 months before quarter starts	1 month before quarter starts	17 days before quarter starts
Action	<p style="text-align: center;"><u>Course Owner</u></p> <p style="text-align: center;">Confirm/edit Master reading list in Leganto. Click Library Review button when finished.</p> <p style="text-align: center;">(immediately upcoming quarter reading list will already be published)</p>	<p style="text-align: center;"><u>Library</u></p> <p style="text-align: center;">Lock Master reading lists; Check all titles for e-book availability.</p>	<p style="text-align: center;"><u>Library</u></p> <p style="text-align: center;">Publish reading lists for students to view.</p>	<p style="text-align: center;"><u>Instructors</u></p> <p style="text-align: center;">Add additional reading resources, if you like, to your Leganto <i>section</i> reading lists (which students are not required to purchase).</p> <p style="text-align: center;">(instructor must be nominated in PeopleSoft for the course)</p>
Spring	Starting 12/1 Due 1/31	2/1 – 2/28	3/1	17 days prior to the 1 st day of class
Summer	Starting 3/1 Due 4/30	5/1 – 5/31	6/1	17 days prior to the 1 st day of class
Fall	Starting 6/1 Due 7/31	8/1 – 8/31	9/1	17 days prior to the 1 st day of class
Winter	Starting 9/1 Due 10/31	11/1- 11/30	12/1	17 days prior to the 1 st day of class