Operations Five Week Module Calendar of Events

Week	Day-1	Day-2	Day-3	Day-4	Day-5	Day-6	Day-7	Day-1
1	**START DATE Issue Textbooks to Students**	Last Day to submit ATL Textbook Changes prior to Wk-2 Online Auto PO Date	**Return All Unused Textbooks to Facilites Dept**	**Process all MAS Inventory Issue Adjustments**				**START DATE Issue Textbooks to Students**
2	**Online Wk-2 Auto Textbook PO Orders**	**Last Day to submit ATL Textbook Changes prior to Wk-3 Ground Auto PO Date**						
3	**Ground Auto Wk-3 Textbook PO Orders**	**Online Textbooks Arrive At Warehouse / Active Student Shipments**	**Online - Review Dist Report for Additional Enrollment Reqs**	**Online Supplemental Textbook Orders If Necessary**				
4	**Online NSO-A Student Textbook Shipments Days 1-5 As Required ->**	**Ground Review Dist Report for Additional Enrollment Reqs**	**Ground Supplemental Textbook Orders If Necessary**					
5	**Online NSO-B Student Textbook Shipments Days 1-5 As Required ->**				**ORIENTATION Issue Ground Student Textbooks / Last Day For Online Students To Receive Textbooks**			