The following amended timeline outlines upcoming ANU Timetable related tasks for Semester 2 2020, due to changes in delivery resulting from COVID-19.

**Notes**
- Schools/Colleges must ensure changes are entered into SAS.
- The Timetable Production Timeline is for the Timetabling Unit, Academics and Professional Staff.
- Students should refer ANU Timetable for timetabled courses.
- We recommend that you check the Timetable Timeline regularly as unavoidable changes can occur. We aim to keep changes to the absolute minimum and within policy guidelines.

**Glossary**
- **WDC**: Web Data Collector
- **PoS**: Programs of Study

**Data Check**
- **Critical changes to S2 2020** are provided to the Timetable Unit including:
  - New courses for S2
  - Changes to the PoS

**Teaching Unavailability**
- **Full-Time and Part-Time teaching staff** have an opportunity to **submit any amendments to their S2 teaching unavailability** by cob 26 May via eForm.
  - Staff unavailability request reports will be available to all ADEs for review in Insight Reporting.
  - All the approvers are required to review requests and take necessary actions until 31 May 2020.

**Ade’s Review Teaching Unavailability**
- The Timetable unit build the S2 timetable based on the information submitted via:
  - WDC
  - Staff Unavailability eforms
  - Amendments to the above, communicated by school/college admin staff

**Timetable Build**
- **Timetable Team** publishes Preliminary S2 Timetable
  - Colleges/Schools check the Preliminary S2 Timetable and work with the Timetable Unit to resolve any issues. And submit changes by Qualtrics From

**Preliminary S2 Timetable Release & Review Period**
- **Semester 2 Timetable is formally published** to students
  - NB Qualtrics form will remain open until Aug for unapproved changes

**Release of S2 Tutorial Allocation**
- Colleges & Schools commence the release of S2 tutorials.