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Library key dates for academics

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Item	Month	Description
Reading lists	July (last week)	Deadline for submitting new and edits to reading lists for Semester 1 (including digitisation requests) for upload to Talis Aspire
Book orders	August (last week)	Deadline for submitting orders for new print and ebook titles, for Semester 1
Reading lists	November (last week)	Deadline for submitting new and edits to reading lists for Semester 2 (including digitisation requests) for upload to Talis Aspire
Book orders	November (last week)	Deadline for submitting orders for new print and ebook titles, for Semester 2
Journal, database and collections subscriptions	March (last week)	Deadline for new subscription suggestions (to commence the following January)

Etextbooks	May (last week)	Deadline for submitting new requests and renewals for etextbooks for following academic year
Print book ordering pauses for financial year roll over	Mid-May to mid-August	Orders received during this period will be placed with suppliers in August
Ebook ordering pauses for financial year roll over	June to mid-August	Orders received during this period will be placed with suppliers in August
Digitisation of articles and chapters	June (last week)	Deadline for confirming existing digitisations are still required for the following academic year
Journal, database and collections subscriptions	June/July	Communications confirming subscription decisions for requests placed in March. If successful, subscriptions commence the following January

