



Week No	DATE		Activities
	From	To	
0	25/08/2019 (1440-12-24)	29/8/2019 (1440-12-28)	<input type="checkbox"/> Course Materials Preparation
1	1/9/2019 (1441-01-02)	5/9/2019 (1441-01-06)	<input type="checkbox"/> Submit the Course Syllabus (Free/elective) to HoDs for Approval, <i>if needed</i> <input type="checkbox"/> Submit Graduate project proposal to HoDs for Approval <input type="checkbox"/> Submit Attendance sheets of course, Lab and/or Project to HoDs
2	8/9/2019 (1441-01-09)	12/9/2019 (1441-01-13)	<input type="checkbox"/> Upload the Approved Course Syllabus into QAAU Website and Blackboard system <input type="checkbox"/> Display the Time Table and Upload it into QAAU Website <input type="checkbox"/> Upload lectures notes and lab handouts on blackboard system * <input type="checkbox"/> Submit Attendance sheets to HoDs **
3	15/9/2019 (1441-01-16)	19/9/2019 (1441-01-20)	<input type="checkbox"/> Quiz1 using Blackboard system
4	22/9/2019 (1441-01-24)	23/9/2019 (1441-01-24)	<input type="checkbox"/> National holiday (Saudi National day)
	24/9/2019 (1441-01-25)	26/9/2019 (1441-01-27)	<input type="checkbox"/> Upload Quiz1/Answer into the QAAU website <input type="checkbox"/> First Announcement of Absent Ratio for Students
5	29/9/2019 (1441-01-30)	03/10/2019 (1441-02-04)	<input type="checkbox"/> Assignment1 using Blackboard system
6	6/10/2019 (1441-02-07)	10/10/2019 (1441-02-11)	<input type="checkbox"/> Upload Assignment1/Answer into the QAAU website
7	13/10/2019 (1441-02-14)	17/10/2019 (1441-02-18)	<input type="checkbox"/> Quiz2 using Blackboard system
8	20/10/2019 (1441-02-21)	24/10/2019 (1441-02-25)	<input type="checkbox"/> Upload Quiz2/Answer into the QAAU website <input type="checkbox"/> Second Announcement of Absent Ratio for Students <input type="checkbox"/> Midterm Exam
9	27/10/2019 (1441-02-28)	31/10/2019 (1441-03-03)	<input type="checkbox"/> Upload Midterm Exam/Answer into the QAAU website
10	3/11/2019 (1441-03-06)	7/11/2019 (1441-03-10)	<input type="checkbox"/> Re-Midterm Exam for accepted excuses <input type="checkbox"/> Assignment2 using Blackboard system
11	10/11/2019 (1441-03-13)	14/11/2019 (1441-03-17)	<input type="checkbox"/> Upload Assignment2/Answer into the QAAU website
12	17/11/2019 (1441-03-20)	21/11/2019 (1441-03-24)	<input type="checkbox"/> Quiz3 using Blackboard system
13	24/11/2019 (1441-03-27)	28/11/2019 (1441-04-01)	<input type="checkbox"/> Upload Quiz3/Answer into the QAAU website <input type="checkbox"/> Assignment3 using Blackboard system
14	1/12/2019 (1441-04-04)	5/12/2019 (1441-04-08)	<input type="checkbox"/> Upload Assignment3/Answer into the QAAU website <input type="checkbox"/> Submit the final Absent Ratio report to HoD
15	8/12/2019 (1441-04-11)	12/12/2019 (1441-04-15)	<input type="checkbox"/> Announcement of DN list for Students <input type="checkbox"/> Upload the course and Lab materials (Slides, Projects,...) into the QAAU website <input type="checkbox"/> Revision (Last Lecture) <input type="checkbox"/> Course Survey
16	15/12/2019 (1441-04-18)	19/12/2019 (1441-04-22)	<input type="checkbox"/> Final Exam of General courses <input type="checkbox"/> Announce the course Marks out of 60 to Students <input type="checkbox"/> Evaluation of graduate projects <input type="checkbox"/> Upload the graduate project materials (Report, Poster,...) into the QAAU website
17	22/12/2019 (1441-04-25)	26/12/2019 (1441-04-29)	<input type="checkbox"/> Final Exam <input type="checkbox"/> Submit the course marks in Banner System within 24 H after exam
18	29/12/2019 (1441-05-03)	02/01/2020 (1441-05-07)	<input type="checkbox"/> Upload Final Exam/Answer into the QAAU website <input type="checkbox"/> Submit the course file to QAAU representatives

* The lectures notes and lab handouts should be uploaded on blackboard system, weekly.

** The Attendance sheets should be submitted to HoDs, weekly.