



Methods of conducting lessons, exams and other didactic activities during Phase 3 of COVID-19 (from September 2020 to January 2021)

Lessons and practical exercises and / or laboratory activities

Teaching activities during the first semester of the academic year 2020-2021 will be held mainly in-class, in compliance with the safety measures aimed at ensuring physical distancing. For motivated organisational needs of each Department, specific activities, or parts of them, can be carried out in the online-only mode.

Synchronous and asynchronous learning through online channels will always be ensured for all in-class teaching activities

Students with disabilities and learning disorders, any need to activate personalised teaching methods must be requested, agreed and supported by the University Office for Students with Disabilities (Website: <https://disabili.unicam.it/>- E-mail: servizio.disabilidsa@unicam.it).

Exams

Starting from the next month of September and until January 2021, teachers will be able to choose between two distinct methods of conducting the exams, and each teacher will decide, based on the characteristics of their courses, which of the two methods is more suitable to their teaching activity, indicating it in the description of the exam notice.

- 1- **on-line exams** (only remotely) in this case the methods already in place since the lock-down, and adapted by the teacher to the characteristics of their course, are used. For the students who require assistance, for example in the event that the network connection available in their home is inadequate, will be able to access the University facilities, in order to use the network connection and the computer rooms.
- 2- **in-class exams** (mainly requiring physical presence) that is, enabling the method requiring physical presence, but still guaranteeing the possibility of taking the remote exam for students who may be unable (justifiably) to be physically present at the exam.

If the teacher chooses Method No. 1, the exam notice must specifically read “on-line exam”, and everything will proceed according to the methods adopted since the lock-down. In the event that the student is unable to participate in the online exam (e.g. due to lack of necessary devices or network problems), he/she can send the School Manager the reasoned request to access the facility for the completion of the remote exam.



If the teacher chooses Method No. 2, there must be two distinct notices for the exam in question, with indication “on-line exam” and “in-class exam”, respectively. In this case, the student will have to register for the exam requiring physical presence, or for the remote exam, if he/she is actually unable to be present at the exam. Students who register for the remote exam will have to state the reasons that prevent their physical presence, sending an e-mail, from their Unicam account, to the School Manager and the teacher in charge of the course. If the reason is not considered adequate, they will receive a specific communication.

The students must also:

- scrupulously follow the instructions that will be given by the School Manager and/or by the members of the examination committee;
- avoid gatherings in common indoor areas, even outside the space identified for the examination (e.g. corridors, building entrances, lobbies);
- wear a medical/surgical mask;
- maintain an interpersonal distance of not less than 1 meter;
- sanitise their hands before entering the premises.

Students with disabilities and learning disorders will have the possibility to agree on a personalised exam method, if any, **only by contacting, in advance**, the Office for Students with Disabilities (Website: <https://disabili.unicam.it/>- E-mail: servizio.disabilidsa@unicam.it);

Graduation exams

The graduation exams scheduled from September 2020 to January 2021 will be carried out in the **in-class** (mainly requiring physical presence) mode.

Stage and internship

Activation of new in-presence “stage or internships”, both internal and external, shall be granted on condition that the organisation of premises and the activities are such as to ensure the safety of students, teaching and research staff and technical-administrative staff, in full compliance with the provisions issued by the competent authorities. It will still be possible, in agreement with the host institution, and with the internal and external students’ advisors, to activate the internships in the online mode, if the training project is considered compatible with such mode.