TL Matters

All about Teaching and Learning

3 April 2020

Thank you!

I want to take this opportunity to say a massive "thank you" for the positive and creative way you have responded to the unprecedented situation we find ourselves in.

Moving to working entirely in an online environment is challenging at the best of times, but to do so within such a short time frame has required real dedication from our teams across the whole University. Computing and Library Services have worked round the clock to put together our new infrastructure in record time, particularly when we could see the window of opportunity for movement getting ever narrower on a daily basis.

Academic teams have been busy adjusting teaching material and assessments, and learning how to use Zoom so that we continue to support our students through to the end of the academic year.

I also recognise the huge effort of our student support teams, library and academic skills experts, and our administrative staff working to keep our systems and processes operating.

Everyone has been doing their bit to ensure we help our students achieve their goals in what are unprecedented times. We recognise that all this is happening at a time when you will all be impacted personally in some way by Covid-19, and appreciate the professionalism with which you have all risen to the many challenges which have presented themselves.

As we now find ourselves adapting to new ways of teaching and learning I felt it would be useful to introduce regular bulletins which we can use as one of the ways to communicate updates, signpost guidance documents for working online, and provide a platform for sharing ideas and good practice.

If you have ideas you want to share, please let us know.

In the meantime, wishing you and your families well,

Thank you

Professor Jane Owen-Lynch
Pro Vice Chancellor for Teaching and Learning

Emergency examination arrangements

Restrictions on travel inevitably mean that we will not be running traditional examinations this year for the vast majority of our programmes. There will be some exceptions as dictated by our Professional Statutory Regulatory Bodies (PSRBs), and these examinations will take place when circumstances allow.

New guidance for alternative assessment has been agreed by senior University committees. In brief, the new arrangements mean that in most cases, for first years, if the exam accounts for 50% or less of the module mark, it will be cancelled altogether. This applies to second year exams where an exam accounts for 40% or less of the module mark.

All final year exams, and where they represent a substantial part of the module, are to be substituted with alternative assessments including open book exams. Where an assessment is changed to take account of the current emergency situation, module leaders are asked to complete a notification form so that we can track all changes - please talk to your quality officer for guidance on this.

While this is an opportunity to be innovative in assessment, please remember that many of our students struggle to access IT at the moment, and are already worried about having to learn new assessment techniques. At this point in the academic year, please keep any adjustment straightforward. By all means innovate when planning future assignments, as we will then have time to support our students properly when we are trying something different.

For the detailed guidance go to https://ipark.hud.ac.uk/content/covid-19-guidance-alternative-assessments

Impacts of Covid-19 on our students' ability to complete work

Please be aware that our students are impacted in many ways by the current emergency, and they are worried about being able to complete their work and get good grades.

They may be ill.

Many of our students have family responsibilites, and caring for dependents will be a priority for them.

Many are key workers in this current situation, either directly as NHS workers or through part-time employment where they will be expected to cover staff who are self-isolating or ill.

About 50% of our students are from IMD1&2 households and may not have appropriate access to IT or internet connectivity to engage in online teaching and learning.

We ask you to take account of this when considering extension requests and ECs, to help our students complete any outstanding work and enable them to progress. Guidance has gone to Schools on this, and we would ask teams to discuss this so that there is a clear and consistent approach. Thank you.

iPark updated with guidance pages for remote working

While we are all finding new ways of home working at the moment, please remember that iPark, our website to support innovation in wteaching and learning, has lots of useful guides and information about getting the most out of our teaching technologies.

There are two key areas which you will find helpful right now: the Support and Guidance area has links to lots of "how to" guides for technologies such as Brightspace, Pebblepad and HudStream, and the Technology in Teaching and Learning area hosts good practice guides for different areas of work.

Sue Folley, the University's Academic Development Advisor said: "We have been putting together guidance on what to do if the campus is closed because of poor weather, and have extended this to take account of the current situation and ensure continuity of learning.

"If you need further help with any of the technologies you can also contact your School Learning Technology Advisors."

ipark.hud.ac.uk

Winter Options and Ensuring Continuity of Learning

Library develops new help pages for students working at home

Library / LibGuides / Library Services for Studying at Home [COVID-19] / Getting started at home

Library Services for Studying at Home [COVID-19]: Getting started at home

Search this Guide   Search

| Getting started at home | Using IT at home | Finding information online | Search tips | Referencing using APA 6th | Inter-library loans |

| NEW Temporary electronic resources | 12 Top Tools for Remote Study | Help |

Introduction

Welcome to the Library Guide to Services for Studying at Home. These pages have been created to help you to use library services online whilst the physical University Library is closed as part of the national emergency response to COVID-19.

They will give you an introduction to library services you can access online, and will provide support and advice on using our electronic resources from home to help with your studies. Click on the tabs across the page to be taken to further information.

You may also find our COVID-19 FAQs helpful.

Key online services

These services will help you keep on top of your studies. They are all accessible from home through your web browser.

MyHud is an online 'one-stop-shop' that brings access to systems and information together into one location. This is a good place to start to explore virtual services as it brings together all of the different University systems into

Logging in and resetting your password

Please register for our online password reset service. By setting up some security details, you will be able to change your password online at any time wherever you are. Don't get locked out, lock in your security details now!

If you have forgotten your password and haven't already registered with the password reset system, please email it.support@hud.ac.uk for assistance.

Library staff have build a new area on their website to help students adjust to home working and remote library support.

It is split into different themes and there is a lot of useful information embedded within each area.

If students need particular software, such as the Microsoft Office 365, Adobe CC suite, Endnote or SPSS, then links to download pages are located under the Using IT at home tab.

The team have also pulled together information about research resources which are currently made free to students and staff, including Box of Broadcasts. There is information here too from a number of academic publishers where access to journals and ebooks has been opened up very recently, and this area will be updated regularly.

Martin Gill, Head of Academic Services in Computing and Library Services, said: "Our library team have worked very quickly to put this resource together and we will be adding to it as we come across more information we think you will find useful.

"We are taking advantage of a number of generous offers from publishers for free access to resources, although we are evaluating them carefully to weed out what appear to be pure sales pitches.

"Whilst our Library building is closed we are still very much open. As well as our electronic resources, including some new ones, our library staff are available to offer remote help to students and staff, so please do spread the word."

Staff are encouraged to steer students towards this resource, which is found via the library home page https://library.hud.ac.uk

You know we can see your laundry on the radiator....right?

...and other tales from our first few weeks on Zoom!

In our move to live online meetings and teaching, we are all adapting to using technology such as Facetime, Skype and of course Zoom which the University secured for everyone a couple of weeks ago.

We've even been running recruitment interviews using Zoom.

We are now getting good at this, so we thought we would share some of our experiences and top tips for using Zoom.

1. Check what can be seen in your screen and remember to move your underwear from the radiator.

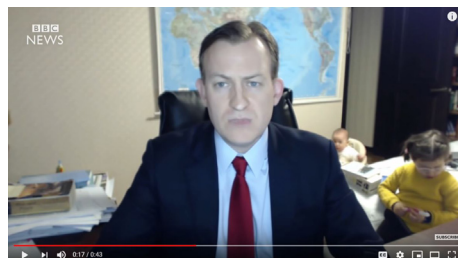2. Schedule meetings when the kids' don't have an online trumpet lesson.

3. No-one can see your fluffy slippers, unless you walk away from the screen.

4. It's a good excuse to lock yourself away from the family "but I have an online meeting I have to go to..."

5. You can change your background - a personal favourite Starship Enterprise. For help on Zoom backgrounds: https://support.zoom.us/hc/en-us/articles/210707503-Virtual-Background

BBC's Professor Robert Kelly - working from home https://www.youtube.com/watch?v=Mh4f9AYRCZY

If there is anything you would like us to include in TL Matters please email r.stoker@hud.ac.uk or k.j.baron@hud.ac.uk