



Measures to Compensate for the Cancellation of Direct Teaching at the PŘF UHK for the Duration of the Faculty Closure in Connection with the Prevention of Coronavirus COVID-19 Occurrence

Scope of measures

In view of the emergency measures related to the prevention of the COVID-19 coronavirus occurrence, in accordance with the decree of the Rector of the UHK (hereinafter referred to as "Emergency Measures") and with regard to the measure of the Ministry of Health of the Czech Republic (No.: MZDR 10676/2020-1/MIN/KAN), all activities that require the presence or personal contact between teachers and students are cancelled.

These activities include:

- a) Teaching both in full-time and combined form of study;
- b) Organising field trips, practical training, conferences and other events organised or co-organised by the University;
- c) Holding of state doctoral examinations, examinations for final year students who have a shortened semester, meetings of rigorosum committees, meetings of doctoral study programme boards, workshops and special lectures;
- d) Personal consultations of teachers with students;
- e) Activities of student associations;
- f) Any other events that involve the presence of students within the scope of the study programmes.

Teachers' duties

For the duration of the Emergency Measures, the PŘF UHK teachers are obliged to inform the students of their timetabled events and events outside the timetable about the method of compensation for teaching that cannot be implemented in the standard form. The lecturer is responsible for passing on all information to the students of all his/her courses and teaching events. In the case of courses taught by more than one teacher, the subject guarantor is responsible for the transfer of information. The lecturer is obliged to inform the students by 15 March 2020 at the latest of:

- a) The form of the substitute teaching, its scope, the expected outputs and how these outputs will be controlled after the Emergency Measures are cancelled;
- b) Communication platform with the teacher, which will be binding for the given course for the duration of the Emergency Measures (Moodle e-learning platform, group e-mail correspondence, video chat on Skype, etc.);
- c) The availability of teaching materials and reading lists for self-study and how these materials will be provided to students;

- d) Topics that will be substituted by self-study or other means of compensatory instruction in the courses taught during the period of the Emergency Measures. These topics will be determined according to the syllabuses of the specific courses in relation to their content;
- e) The form and manner of the consultations it is obliged to offer for each course, their scope and frequency for the duration of the Emergency Measures. Consultations via e-mail or the Moodle e-learning platform are preferred, also by telephone if the teacher is interested, etc.

Compensation for cancelled lessons

The teacher is required to notify the students of the form of compensatory instruction that will not be provided in the standard manner for the duration of the Emergency Measures. Options for compensation include:

- a) A form of self-study, implemented on the basis of reading recommended literature and available electronic resources on all topics specified by the teacher for self-study;
- b) A form of e-learning courses delivered via the Moodle platform;
- c) Assignment of seminars and other professional written works that are directly related to the topics of the course;
- d) Block teaching after the Emergency Measures are cancelled (e.g., in the case of laboratory practice);
- e) Various combinations of forms of compensation under (a) to (d).

Duties of students

The forms chosen to compensate for the cancellation of direct instruction are mandatory for the students. The teacher will include the results of self-study or other forms of compensatory instruction in the overall evaluation of the course (as a part of the exam or credit) and has the right to require students to demonstrate knowledge gained through the self-study or other forms of compensatory instruction in the final evaluation of each course. Students are required to participate in the compensatory instruction as instructed by the teacher and to the extent and in the form chosen by the teacher for the duration of the Emergency Measures.

This Decision shall enter into force and effect on 12 March 2020 and shall remain in force until revoked.

Hradec Králové on 11 March 2020

Ass. Prof. RNDr. Jan Kříž, Ph.D.
Dean of the PřF UHK



EUROPEAN UNION
European Structural and Investment Funds
Operational Programme Research,
Development and Education

