



University of Kyrenia

Distance Education Practice Principles to be applied for the Courses during the Spring Term of 2019 - 2020 Academic Year due to the new Coronavirus Disease (COVID-19)

### **Which programs will it be applied to?**

This method will be applied in all associate, undergraduate and graduate formal education programs.

Distance learning methods can be applied synchronously or asynchronously in all courses of the university's formal education programs.

### **Application Method:**

In addition to the resources already prepared for face-to-face training, the courses for all programs will be carried out by distance learning via Moodle and will also be supported by audio / video narrations by the Jitsi, Zoom, BigBlueButton (BBB) or Google Hangouts Meet tool. Also, trainings are given by UoK Distance Learning Center through the online training method related to the application.

The applied parts of the courses that cannot be given through online courses will be carried in accordance with the calendar that will be determined out by the University Executive Board in accordance with the start date of formal education after the COVID-19 outbreak and in line with the dense academic calendar to be planned in accordance with the requirements of each program.

For the compensation of the courses of the 2019-2020 academic year spring semester, a dense academic calendar will be prepared according to each program, and after the COVID-19 outbreak, "exams can be held for the courses that can be applied during summer term " .

The issues related to the exams and evaluation of student success are carried out in accordance with the "legally transparent, explicable and auditable principles" determined by the authorized boards of the University, taking into account the learning achievements of the relevant program and the conflicts and audits that may occur in the following processes.

In programs, distance learning methods are applied simultaneously or asynchronously for all approved courses. Course materials and descriptions (with audio / video) should be uploaded to the Moodle system on a weekly basis. The courses to be

given simultaneously must be done in accordance with the course schedule determined for the semester. The courses given simultaneously will be recorded and presented to the students asynchronously. Lecturers will communicate with the students to answer simultaneously their questions within the office hours (1 hour for each course), which will be determined weekly by the academic staff and will also report to the head of the academic department they are affiliated with and share with all students enrolled in the course.

In order to enable the students to follow the courses with the distance learning method, each week at the end of the lessons, they must answer the questions related to the subject taught through the Moodle system and / or forward the assignments / drawings to the Lecturer who is responsible for the course. In addition, the user information of the course material carried out via the Moodle digital platform by distance education method is recorded in the system by the students registered to the course and recorded by the relevant academic staff as the attendance information. In accordance with the UoK Distance Learning Practice Directive, the materials to be used in the courses, the courses are processed simultaneously or asynchronously, and the attendance information is checked and controlled by the relevant department head / program manager.

Registered and auditable proficiency exams, thesis monitoring committees and thesis defenses in postgraduate programs can be conducted in digital environment with the help of infrastructure provided by the relevant Institute.