

ORGANISATION OF TUITION AND STUDY CONTROLS IN THE WINTER SEMESTER 2021/2022

- All information and layouts for tuition will be in Moodle
- Online lecture records on the university server
<https://www.medicalmedia.eu/>
- - links will be in Moodle

Normal epidemiological situation:

- **Lectures:**
 - at least 1/3 of lectures in face-to-face form, max. 2/3 in distance form (according to valid schedule)
 - recorded lectures will be available to students from the date of the lecture till the end of the subject's tuition
- Distance form of lectures
 - 1. live stream of spoken word and video
 - 2. interactive discussion lecture, supervised dialog
- **Seminars / Practical classes:**
 - face-to-face form

Abnormal epidemiological situation: according to valid measures

Updated information on Faculty operation:

<https://www.lfhk.cuni.cz/Faculty/Current-information-on-Faculty-operation/>

- Technical assurance of tuition:

MS Teams will be used for broadcasting and recording:

- For academic year 2021/2022 new teams are generated. The only administrators are the subjects guarantors. Only the guarantors can add teachers and students. For technical support contact helpdesk@lfhk.cuni.cz
- If an invite for lecture is sent and new student is added to the subjects / team, it's necessary to send him/her an invite manually or via email.
- To invite for lectures use „mandatory attendees“. The record will be saved on OneDrive. If a „channel“ is invited, the record will be available for downloading.
- The invite can be created only by users with access to the faculty network.

The manual for the use of MS Teams for students and teacher is available on the faculty web: <https://moodle.lfhk.cuni.cz/moodle2/mod/page/view.php?id=32094>

Same rules are valid for the Lifelong learning courses.