Common Awards Online Teaching Policy

2 April 2020

Due to the international response to the current outbreak of coronavirus (COVID-19) all Common Awards modules will be delivered online until further notice.

While developed in response to coronavirus, this policy will cover all future online teaching within the CTF. It will be reviewed regularly by the Durham Academic Oversight Group and any changes to the policy will be reviewed by the members of the DAOG and approved by its Chair.

While modules will continue to meet the same learning outcomes and address broadly the same material, Module Leaders may adjust teaching sessions to facilitate online delivery. Tutors will contact students to alert them of significant changes to a module, but students are also encouraged to monitor Hedwig where any alterations to lectures or seminars will be noted.

The content of each module, usually delivered face to face in lectures and seminars, may be taught via:

- live sessions, hosted by a tutor;
- pre-recorded videos, either uploaded onto Hedwig or accessible through a third-party website;
- remote learning materials with scheduled virtual support from tutors;
- a combination of the above.

All live sessions taught by CTF Tutors will be recorded and made available on Hedwig so students will have ongoing access to the material online.

Teaching sessions will frequently be hosted by the video-conferencing application Zoom. Students are encouraged to familiarise themselves with this software. The Zoom website offers a number of free online tutorials: Zoom Video Tutorials.

Given the closure of libraries, students will increasingly need to find secondary resources online and may need to complete summative assessment using e-resources only. The CTF Library continues to locate online resources for each module and places these on Hedwig using the ‘Live Reading List’ section within each module page. Students are encouraged to read Library and Digital Resources for Durham Students on Hedwig.

Tutors recognise the demands that students are under in the current circumstances and the challenges that online teaching may present to them. They will endeavour to make allowances for this in their teaching and in the marking of assignments.