



Faculty Affairs News 137 - March 19, 2020

Preparing to Teach Online: Communicate with Your Students

A [survey](#) of UTA students has received 4,329 responses, and students indicate that they are uncertain about what to expect as they await the start of classes next week. Please communicate with your students this week to provide them a brief update on your preparations and what they can expect.

Some suggestions to consider in your messaging to students:

- Your preparations for the rest of semester: "my course will be in Canvas, so students can start learning how to use this platform by reviewing the [Canvas Student Orientation](#)."
- Canvas is now integrated with Teams. You might share that you are creating a Teams site to help with communication. Learn how to [Install Teams](#), and [How to Join a Teams meeting](#).
- Ask students to prepare a space at home to study and review these suggestions for [staying focused](#).
- Review the technical requirements for software that is used in your course (e.g The Pearson LockDown Browser currently does not work on tablets; the Respondus Lockdown browsers will work on tablets and desktops but not phones).

You might share that you are reviewing the syllabus and will be posting an updated version in your Canvas course. **Suggested language** to include in your syllabus:

Due to the COVID-19 events, this course switched to online modality as of **March 23, 2020**. As a result, the assignments from March 23 to the end of the semester will be adjusted to reflect this change. Please note the changes made in the assignments as indicated by (highlighting? different font? etc.). The instructor reserves the right to make additional changes to the assignments or grading schema as needed to complete this course on time, and respond to university policies.

Assure them that we are all working hard to minimize the impact on their studies as we seek to mitigate the impact of this virus, and share how they might reach you--via Teams? email? Canvas Mailbox? Also recognize that students may have classes in three or more different platforms: Canvas, Teams and Zoom.

Faculty are reminded that syllabi for all courses must be posted in Canvas to migrate to Digital Measures. How-to-steps for loading syllabi are available under the *Getting Started* section at [canvas.uta.edu](#).

Please feel free to share the [resource page](#) for the tools available to teach online at UTA, and do not hesitate to contact us at crtle@uta.edu or facultyaffairs@uta.edu.

Midterm Grades Deadline Extended

With UTA's Extended Spring Break, the **Midterm Progress Report deadline has been postponed until Friday, March 27, 2020 at 12:00 pm**. The Canvas extraction dates will remain as of 12:01am CT on Thursday, March 19, 2020 and Friday, March 20, 2020. Should you have grades available after the extractions, please utilize the "Sync from Canvas" option or enter your grades manually into MyMav.

Issues with entering your grades into MyMav or other questions about grades, contact the Office of the Registrar at ARRFacultycommunication@uta.edu.

If you have difficulty accessing the content in this announcement, please report accessibility issues to Faculty Affairs, facultyaffairs@uta.edu or (817) 272-7422.

Upcoming Events

View more [upcoming events](#) on our Faculty Affairs website.

UTA Student Survey Data: Access to Internet

(4,325 responses as of 3/19/20)

- 86% have access to internet
- 5.38% have access only through mobile device
- 3.5% do not have access to internet
- 4.9% are unsure

UTA Student Survey Data: How prepared are you to keep up with coursework?

(4,325 responses as of 3/19/20)

- 36% very prepared
- 62.7% somewhat prepared
- 9.5% somewhat unprepared
- 4.1% very unprepared.

REVISED

Academic Calendar

Friday, March 27: 8th week grades ([Midterms](#)) due in Canvas. Extended from March 20.

April 3: Last day to drop classes. Under review for possible extension.

Grading information and tutorials are available [here](#).

IDEAS Faculty Development Workshops

March 26, 5:30- 7 pm.

Canceled

Spring Meeting of Faculty & Associates

April 21

Stay tuned for more details

Faculty Affairs | Nedderman Hall 249 | 817-272-7422

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