

To: All Staff and Students

Dear colleagues and students,

Switch to Online Teaching and Learning in this Summer

With a resurgence in local COVID-19 cases in the past few days, the University has decided to suspend all content-based classes during the summer on the campus. Instead, all such classes will be delivered online with effect from **13 July 2020 (Monday)** according to the scheduled class hours.

Continuous, e-assessment or other assessment methods will be adopted to replace on-campus examinations.

As a result, some changes to the curricula and assessments may be necessary.

If course instructors need to make other arrangements for their course(s) and practical-/lab-/studio-based sessions, please notify the Academic Registry (for undergraduate courses), the Graduate School (for postgraduate courses) or the School of Continuing Education (for courses under the SCE administration) of the special arrangements, including the last day of class.

Course instructors will inform students of the detailed arrangements as soon as possible.

All colleagues and students must wear a mask and maintain social distancing at all times on the campus. Please refer to the [Appendix](#) for the latest safety and precautionary measures during practical-/lab-/studio-based activities.

Your understanding of this switch at such a short notice is deeply appreciated. Our aim is to continue teaching and learning with your safety and health as our top priority.

Please take care and stay healthy.

Albert Chau
Vice-President (Teaching and Learning)
11 July 2020

Appendix

Safety precautionary measures for practical-/lab-/studio-based courses that have been in place since end of May 2020 will be further enhanced as follows:

- a. Social distance of 1.5m shall be maintained at all times. Mask must also be worn at all times.
- b. There must be no eating or drinking except water inside classrooms.
- c. Body temperature will be checked at campus entrances, as well as at facilities entrances, wherever possible.
- d. Opening time of the facility for the practical-/lab-/studio-based teaching will be divided into sessions lasting not longer than half a day. All students **MUST** leave the facility at the end of each session. Disinfection of tabletops, chairs and equipment such as computers will be carried out by staff after each session.
- e. Students using labs/studios for individual and group work must sign in and sign out at the register provided by the department, and observe all the safety rules.

The above safety measures will be further updated depending on the COVID-19 situation in Hong Kong. Please contact the Environmental Health and Safety Unit of the Estates Office at the 24-hour hotline 34117997 if you have any question.