

ITC

Additional instructions on teaching at the campuses during the 1st period of the fall semester

20.8.2020

This slide set will be updated if needed after the meeting of the University's pandemic group which takes place tomorrow afternoon.

This slideset contains

- information collected from intra news instructions and guidelines. It is still **very important** that **we all carefully read**
 - **Guidance on safe working and the use of personal protective equipment for staff and students at Tampere Universities** <https://intra.tuni.fi/en/content/news/17708>
 - **Practical guidance for students in the beginning of the academic year under Covid-19** <https://intra.tuni.fi/en/content/news/17687>
 - **Practical guidance for staff (especially for teachers and academic tutors/supervisors) under Covid-19** <https://intra.tuni.fi/en/content/news/17758>
 - forthcoming instructions and guidelines
- additional ITC faculty specific information, eg. ITC campus storages for hygiene products

General

- **Only the necessary teaching** is arranged at the campuses. The necessary teaching was agreed on with the degree programme responsables and the heads of the units in June.
- **Students at high risk:**
 - For students at high risk, alternative ways to learn and complete courses will be arranged.
 - Students must contact the teacher directly to inquire about alternative modes of completion.
 - Students will not be required to explain why they consider themselves to be at high risk from the coronavirus.
 - Cases where a mandatory course contains contact teaching (e.g. laboratory work) which cannot be organized in a remote mode will be dealt with case by case. Please contact the degree programme responsible, heads of study services (Susanna.Ketola@tuni.fi, Tuija.Puntanen@tuni.fi) and vice dean for education (Kati.Iltanen@tuni.fi)
- **Teachers and academic tutors** are recommended to fill in **attendance sheets** to keep a record all those who participate in face-to-face sessions. This information is **used to trace infection chains** if needed.

General

- The slides 5-7 try to summarise information from teacher's and student's viewpoint on
 - teaching events with physical distancing (2 meters)
 - New room reservations were carried out in July following the safety recommendations and assembling recommendations based on the numbers of participants estimated in June.
 - teaching events without physical distancing
 - computer classes maintained by University and EXAM venues
- The slide 8 contains information on ITC campus storages and campus info desks.
- For Näty, a separate set of instructions will be prepared together with the personnel of Näty.
- If you have some questions, please contact heads of study services (susanna.ketola@tuni.fi, tuija.puntanen@tuni.fi), vice dean for education (kati.iltanen@tuni.fi) and dean (jyrki.vuorinen@tuni.fi).

	Teachers	Students
<p>teaching events with physical distancing (2 meters, 1:4 principle)</p>	<p>For lecture halls and other rooms maintained by the University, Facilities management ensures the availability of room specific hygiene products, e.g.</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>For rooms maintained by the faculty units, the teacher picks from the ITC campus storage</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>No face masks are required, but the faculty provides masks for the teacher if needed. The teacher picks masks from the ITC campus storage.</p> <p>Gloves are needed if surfaces (eg. some equipment) cannot be wiped with disinfectant wipes. The teacher picks gloves from the ITC campus storage.</p>	<p>For lecture halls and other rooms maintained by the University, Facilities management ensures the availability of room specific hygiene products, e.g.</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>For rooms maintained by the faculty units, the teacher brings</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes/ disinfectant bottle + paper towels <p>No face masks are required and provided. The participants must assess whether they need a face mask and wear their own masks, if necessary.</p> <p>Gloves are needed if surfaces (eg. some equipment) cannot be wiped with disinfectant wipes. The teacher brings the gloves to the teaching event.</p>

Expected needs: The info desks at the campuses have a limited supply of hygiene products.

	Teachers	Students
<p>teaching events without physical distancing (2020-21)</p>	<p>For lecture halls and other rooms maintained by the University, Facilities management ensures the availability of room specific hygiene products, e.g.</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>For rooms maintained by the faculty units, the teacher picks from the ITC campus storage</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>Face masks are required and the faculty provides masks. The teacher picks masks for herself/himself and the students from the ITC campus storage. Exception: Computer classes maintained by the University. (See the next slide.)</p> <p>Gloves are needed if surfaces (eg. some equipment) cannot be wiped with disinfectant wipes. The teacher picks gloves from the ITC campus storage.</p>	<p>For lecture halls and other rooms maintained by the University, Facilities management ensures the availability of room specific hygiene products, e.g.</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>For rooms maintained by the faculty units, the teacher brings</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>Face masks are required and the university (faculty) provides them. Teacher brings the masks to the teaching event. Exception: Computer classes maintained by the University. (See the next slide.)</p> <p>Gloves are needed if surfaces (eg. some equipment) cannot be wiped with disinfectant wipes. The teacher brings the gloves to the teaching event.</p>

Expected needs: The info desks at the campuses have a limited supply of hygiene products.

	Teachers	Students
Computer classes maintained by the university	<p>Facilities management ensures the availability of room specific hygiene products, e.g.</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>Face masks are required. Facilities management ensures the availability of the masks.</p>	<p>Facilities management ensures the availability of the room specific hygiene products, e.g.</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>Face masks are required. Facilities management ensures the availability of the masks.</p>
Other venues		<p>Facilities management ensures the availability of the room specific hygiene products, e.g.</p> <ul style="list-style-type: none"> - hand sanitizer - disinfectant wipes / disinfectant bottle + paper towels <p>Face masks are required. Facilities management ensures the availability of the masks.</p>

pected needs: The info desks at the campuses have a limited supply of hygiene products.

ITC campus storages and Campus info desks

City centre campus storages	Hervanta campus storages
Contact person: kaisa.valtee@tuni.fi	Contact person: riikka.tuomisto@tuni.fi
Pinni B4077 <ul style="list-style-type: none">If you don't have access to the room, visit the Pinni B info desk.	Computing Sciences Unit Tietotalo: TC211
Main building room E108 <ul style="list-style-type: none">If you don't have access to the room, contact<ul style="list-style-type: none">the main building info desk orJari Mäenpää, whose office is opposite the E108 room.	Electrical Engineering Unit Tietotalo: TD418 Sähkötalo: SM239 and SE214

- The faculty ordered and will order the necessary hygiene products (face masks, disposable gloves, hand sanitiser etc.) based on the needs already gathered from the units.
- The first deliveries to the ITC campus storage rooms will happen in the end of this week and in the beginning of the next week.
 - E.g. paper towels will arrive next week.
- The campus info desks have a limited supply of hygiene products for unexpected needs.
 - Contact information for the desks <https://intra.tuni.fi/en/handbook?page=2391>