

Announcement

In response to the COVID-19 epidemic, all courses in our school will maintain distance learning from now until the end of the semester.

Issued by: Academic Affairs Office

Release date: 2022-05-16

The domestic epidemic has rapidly heated up and entered the campus. The number of confirmed local students nationwide has exceeded 70,000, and the number of college students has exceeded 15,000. The epidemic prevention capacity of universities can gradually become scarce. In line with the epidemic prevention measures of the Central Epidemic Command Center, the Ministry of Education has made rolling adjustments to the implementation of teaching methods on campus. Since May 14, 2011, it has agreed to fully open all universities to remote teaching, whether it is Due to insufficient care or isolation dormitories, or already in distance teaching, or most teachers have adopted distance teaching, etc., the whole school may stop physical courses until the end of the semester, and **the school will implement distance online teaching from now until the end of the semester.** Those who also serve as administrative supervisors are still required to come to the school for office work. All departments are requested to urge their full-time and part-time teachers to do a good job in distance teaching to maintain the quality of teaching. The follow-up teaching mode will be implemented and adjusted in a rolling manner in accordance with the Central Epidemic Epidemic Command Center and the relevant regulations and guidelines of the Ministry of Education.

Guidelines:

1. According to the press release of the Ministry of Education on May 14 and the resolution of the meeting of the school's epidemic prevention working group on May 16, 2011.
2. In 2011, the school will implement distance online teaching for the **whole school from now until the end of the semester.** Teachers are requested to regularly update the TronClass teaching platform to announce online teaching methods, course content, and mastery of the progress. Teachers are also requested to make good use of the teaching platform to implement distance teaching while maintaining the quality of teaching.
3. Teachers are requested to announce the teaching method (including the use of software) on the school's TronClass digital learning platform in advance, and upload the teaching materials, video links, assessment methods, etc. to the school's TronClass system before class. For synchronous courses, please make good use of the digital roll call function of the TronClass system.
4. Courses related to reeducation through labor, practice, experiment, physical education and other courses should be implemented as substitute courses.
5. For off-campus internship courses, please follow the "Guidelines for the Prevention and Control of Severe Special Infectious Pneumonia in the 110th Academic Year of Colleges and Universities" (https://cpd.moe.gov.tw/page_two.php?id=35148)

6. For resources related to distance teaching (online teaching), teachers should refer to the link website provided by the Academic Affairs Office.
7. All departments are requested to inform their full-time and part-time teachers of the cooperation matters:
 - (1) After the synchronization course is over, please enter the roll call information in the [Faculty and Staff Information Service System] to keep track of student absences.
 - (2) Please refer to the website of the Technical Service Team and Teaching Development Center of the school for the suggested description and teaching of the distance teaching method. In addition, please upload the teaching video of the course in the external space, and then provide a link to the course.
 - (3) In order to ensure the effectiveness of students' learning, when conducting distance teaching, attention should be paid to students' online attendance, class observation and discussion, and evaluation methods, and relevant records should be kept for future inspection.

Final examination (including graduating class) examination method: teachers can use online tests or multiple methods to evaluate.

8. The teaching method of the summer remedial courses in the 110 academic year: The teaching mode will be implemented and adjusted in a rolling manner in accordance with the announcement of the Central Epidemic Command Center and the relevant norms and guidelines of the Ministry of Education.
9. The teaching method of the summer remedial courses in the 110 academic year: The teaching mode will be implemented and adjusted in a rolling manner in accordance with the announcement of the Central Epidemic Command Center and the relevant norms and guidelines of the Ministry of Education.
10. The time for obtaining the graduation certificate and the method of the dissertation examination will be announced separately on the website of the Registration Section and the Further Education Section of the school.

Please note to all units that offer courses: Please read the attached files for relevant precautions; in response to COVID-19 epidemic prevention drills for distance teaching (online teaching), please fill in the checklist, and each teaching supervisor will check the online teaching plan proposed by teachers and The learning content is for the convenience of random inspection and inspection by the teaching supervisors, and please report back to the Academic Affairs Office.

In response to the heating up of the epidemic, the Office of Academic Affairs explains

1. Graduation certificate collection time and dissertation examination method
 - (1) Leaving procedures - apply for the date of leaving the school online:
 - The first stage: May 25 to June 5, 2022
 - The second stage: from June 13, 2022
1. [Day School] University/College Division 110th academic year graduation certificate collection time
 - (1) The method of obtaining the graduation certificate is based on the principle of mailing: please be sure to go to the "Student Information Service System" and click "Recent Activities and Online Registration System" - sign up for "110 Academic Year Day Division University Junior College Graduation Certificate Mail Collection Registration", After completing the registration, please mail the degree certificate closing letter and A4 return envelope to the registration team before July 31, 2022.
 - (2) Registration group extension 2231-2236
 - (3) Links to related announcements:
<https://admin.must.edu.tw/news/page.aspx?UnitID=83&id=2419>
2. [Evening School] University/College Department 110th academic year graduation certificate collection time
 - (1) The method of obtaining the graduation certificate is to choose between mailing and on-site collection. Please refer to the website of the Academic Affairs Group for the collection of matters needing attention:
<https://admin.must.edu.tw/index.aspx?UnitID=107>
 - (2) Educational Affairs Group extension: 2714-2717, 2724-2725
3. Course and final exam
 - (1) 110-2 final exam (including graduating class) method: It can be assessed by teachers using online tests or multiple methods.
 - (2) The class method of the summer remedial course in the 110 academic year: The teaching mode will be implemented and adjusted on a rolling basis in accordance with the Central Epidemic Epidemic Command Center and the relevant regulations and guidelines of the Ministry of Education.
 - (3) Contact Information:
 - Daily Course Affairs Group extension 2241-2244,
related announcement link: <https://admin.must.edu.tw/index.aspx?UnitID=82>
 - Educational Affairs Group extension 2714-2717, 2724-2725
Related announcement link: <https://admin.must.edu.tw/index.aspx?UnitID=107>
4. The method of the dissertation examination:

- (1) The oral examination of the graduate dissertation in the second semester of the 110 academic year can be conducted online (simultaneous video); each department (institution) is authorized to decide on its own, without the need for a project signature.
- (2) The online (synchronous video) method is adopted, and the processing method and related file preservation should still be handled in accordance with the regulations of the university's master's degree examination regulations. For those who maintain physical examinations, all participants must wear masks, maintain social distance, and are not open to listen. The number of people in the room should not exceed 5. The relevant epidemic prevention regulations should be revised according to the latest epidemic prevention measures of the government.