

Alternate Teaching Plan Template for Spring 2020

Each faculty member who is currently teaching has been asked to provide an alternate teaching plan in the event that the university moves to remote instruction. You may use the following template to account, or any other format that you prefer. These plans should be based on the possibility of a two-week shutdown.

Instructor Name: Fernando Guzman

Course Number: Math 504

Course Title: Algebra II

Usual meet day and time: TR 10:00-11:30

Describe your teaching plan assuming your course is being taught remotely.

- We will continue to post weekly homework assignments online, on the course web page
- Students will submit assignments via e-mail, in pdf format, preferably using LaTeX
- We will hold zoom conferences at the regular class time. In case zoom goes down, or gets overloaded, we may resort to webex or skype as alternative apps.
- Conference notes will be posted on the course web page as pdf files.

Please specify the software or platforms that you intend to use.

- Zoom for conferences. Webex and Skype as alternative apps.
- Web browser to access the course web page
- Email for submitting assignments

How will you schedule and hold office hours?

- Zoom conferences will be scheduled during regular office hours. Students may join at their will.

How do you plan to give exams and/or quizzes?

- At this point, since we already gave the midterm, the only major evaluation left is the final exam. We will keep the original plan of having one-on-one oral final exam. It will be held as a zoom conference, one for each student.

Do you need to adjust your grading breakdown or policy to accommodate these shifts?

- No.

If you have teaching assistants or graders, how do you plan to communicate and work with them?

- Does not apply

Do you require any assistance to carry out these plans?

- No.