

Title: 第二階段本校因應疫情實施彈性線上課程公告

(40 人以上講演課程、實驗課、期中考之公告)

Announcement for CMU Stage II Flexible On-Line Teaching

(Notice for lecture courses with over 40 students, laboratory courses and midterm exams)

各位老師與同學，大家好：

依據教育部 109 年 3 月 31 日最新通報-「大專校院因應嚴重特殊傳染性肺炎疫情停課復課及授課因應防疫調整演練注意事項」，經 109 年 4 月 1 日幕僚會議與防疫小組會議決議，調整本校目前彈性線上課程實施範圍及期程。

Dear CMU Faculty and Students,

According to the latest notes from the Ministry of Education on March 31 –“Important notice and guidelines for the suspension and resuming of classes for colleges due to COVID-19”, and the Staff Meeting and the CMU Epidemic Prevention Team Meeting on April 1, CMU has decided to adjust the scope and duration for the implementation of the Flexible On-Line Teaching.

實施日期 (Date)	實施範圍 (Scope)
第一階段: 3/30 (一)~另行通知 Stage I: 3/30 (一)~TBA (To be Announced)	百人以上講演課程，全面採彈性線上授課 All lecture courses with over 100 students are required to implement the Flexible On-Line Teaching.
第二階段推行期: 4/6(一)~4/10(五) Stage II Preparation Period: 4/6(一)~4/10(五)	40 人以上講演課程，調整為彈性線上授課 All lecture courses with over 40 students shall adopt to implement the Flexible On-Line Teaching.
第二階段: 4/13(一) ~另行通知 Stage II :4/13(一)~ TBA	40 人以上講演課程，全面採彈性線上授課 All lecture courses with over 40 students are required to implement the Flexible On-Line Teaching.

除維持原 3/30 日啟動之 100 人(含)以上講演課程(Lecture courses)採彈性線上授課外，4/6 日(一)~4/10(五)將推動選課 40 人以上的講演課程採彈性線上授課，4/13(一)起，40 人以上的講演課程全面實施彈性線上授課；實施截止日，教務處將依照「嚴重特殊傳染性肺炎中央流行疫情指揮中心」最新公告，另行通知。40 人以上講演課程清單，請見附件。

In addition to the prior measures that all lecture courses with over 100 students are required to implement the Flexible On-Line Teaching, we will start to promote the implementation of the Flexible On-Line Teaching for lecture classes with over 40 students during the period of 4/6 (Monday) -4/10 (Friday). Starting from Monday April 13, all lecture courses with over 40 students are required to implement the Flexible On-Line Teaching till further notification from the Ministry of Education. Please find the attachment for the list of CMU courses with over 40 enrollments.

授課教師除了公告彈性線上學習方式，也會公告作業、報告、考試等成績評量方式，提醒同學務必注意 moodle 數位學習平台、課程群組有關上課方式調整的公告或訊息。

The lecturer should made it clear to the students regarding the implementation of the Flexible On-Line Teaching measures, as well as homework, reports, exams and other related evaluation for the courses. In addition, please do remind the students to pay attention to any latest updates on the Moodle System.

現階段因為疫情嚴峻，一般課程規定師生皆配戴口罩上課，直到疫情緩解為止。實驗課程亦鼓勵採取線上課程與分班分流的方式避免群聚，但不論有無採用以上措施，實驗課必須「全面」配戴口罩上課。期中考鼓勵授課老師採取線上作業、報告、考試..等作為成績評量(請參考附件)與分班考試避免群聚，但不論有無採用以上措施，期中考以實體教室考試，師生都得「全面」配戴口罩。

Due to the severe pandemic situation, it is obligatory for all teachers and students to wear mask at classes until the pandemic is mitigated. It is advisory that the laboratory courses shall also adopt to the on-line teaching and break into smaller classes to avoid crowd gathering. No matter what measures are taken, all members in the laboratory courses are required to wear masks. Regarding the midterm examination, we encourage teachers to use the on-line evaluation systems for homework, reports, examination,... etc. Please find the attached information for your reference. Or, teachers can break the classes into different classrooms to reduce the risk of crowd gathering. No matter what measures are taken, all members are required to wear masks if the midterm exam is going to take place in the classroom.

彈性線上授課的課程，除因特殊狀況採強制分流(例如：現場聽課人數太多)之外，同學們可自主決定採「現場聽課」或「線上自主學習」，授課教師皆會記錄「現場聽課」或「線上自主學習」學生的學習狀況。課堂的出缺席紀錄不會影響操行成績，亦不會呈現在成績單上。**提醒同學**，若該堂課採線上自主學習，請主動至學生資訊系統檢視是否有曠課資訊，若已顯示曠課，請自行勾選「自主學習」，以消除曠課紀錄，若未勾選仍為曠課狀態。

For those courses that use the Flexible On-Line Teaching measures, unless the class is too big and are asked to break into different classrooms, students can choose to come to the class (on-site learning) or learn on-line (on-line self-learning). The teachers will track the learning status of each student. For those who choose “on-line self-learning”, their absence from the on-site class will not affect the conduct grades, nor will it be shown on the transcripts. **Important notice for students**, if you choose ”on-line self-learning”, please do check the Student Information System for your records of class attendance. In case the record shows “ absence without leave”, please do check the “on-line self-learning” box, so that your record of “ absence without leave” will be overridden. Otherwise, your status will always be “ absence without leave”.

疫情嚴峻，請各位老師與同學避免非必要或非急迫之出國，並誠實記錄課後旅遊、聚會與其他集會活動，此外，更要提高警覺，勤洗手、戴口罩、勿到公共集會場合，做好個人健康管理。多一份準備、多一份保障，讓我們一起守護彼此的健康平安。敬祝 平安！

Due to the severe pandemic situation, please do avoid from going abroad for non-urgent reasons. Please do note down your extra-curriculum activities histories like traveling and gathering. In addition, please practice good personal hygiene by frequently washing your hands, wearing a mask and not attending any public gathering. Let’s work together to protect each other’s health. Peace be with each one of us.

教務處 敬啟

Office of Academic Affairs