

各位老師與同學，大家好：

Dear CMU Professors and Students,

3/30 日(一)起避免群聚感染風險，學校將啟動選課人數達百人的講演課程 (Lecture courses) 採彈性線上授課，至於百人的實驗課將視教室大小進行課程調整。百人以上講演課程，請見附件。

Starting from March 30th (Mon), to avoid the risk of cluster outbreak, all Lecture Courses with over 100 students will adopt to a flexible online teaching method. Laboratory Courses with over 100 students will be adjusted according to the space of the classrooms. Please refer to the attachment for the Lecture Courses with over 100 students.

因應嚴重特殊傳染性肺炎疫情，教育部要求每位師生在校都必須建立完整的「接觸歷程」，彈性線上授課的課程，同學們可自主決定採現場聽課或線上自主學習，無論學生到校與否，除了現場聽課學生，授課教師亦會記錄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，但是～提醒同學若該堂課非到校上課，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」，將會消除曠課紀錄，若未勾選將維持曠課狀態。

To prevent the spread of the novel coronavirus, the Ministry of Education requires every instructor and student to establish a complete “Contact History”. For those flexible online courses, students can decide whether to take the courses on-site at the campus or with online self-learning. The instructors will record the learning status of all students, including those attending the lectures and those learning online. Absences from the class will not affect your conduct grade nor will it be shown on your transcript. However, if you take courses with online self-learning, please go to the Student Information System to check if you have an absence record. If the absence record is shown, be sure to check the “self-learning” button, then your absence record will be removed.

課程負責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、系上網站等，授課教師或課程群組有關課程上課方式調整的公告或訊息。

The instructors will announce how the online courses work, as well as information about the homework, reports, exams, and other assessment methods. Please pay careful attention to the Moodle system, department website, course online groups, or the announcements related to your courses.

開學至今，教務處、研究生事務處、學務處、國際事務處、資訊中心、總務處與各個行政單位都馬不停蹄在為防疫做規劃，也為線上課程事先規劃做好準備，請各位老師與同學要更提高警覺，勤洗手、戴口罩、勿到公共集會場合，做好個人健康管理，並配合學校各項教學與生活的防疫措施。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！

Since the beginning of this semester, the Offices of Academic Affairs, Student Affairs, General Affairs, Information Center, Graduate Student Affairs, Global Affairs and many other offices have been working hard on the preventive measures and the plan for online courses. Please be alert, wash your hands frequently, wear mask, avoid public gatherings, manage your personal health condition, and follow CMU's preventive measures. A successful epidemic prevention work relies on cooperation from each one of us. We need everyone's effort to protect the health of all CMU members.

教務處 敬啟

Sincerely,

Office of Academic Affairs