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**Subject:** Teaching Center Update: Instructional Continuity Resources



## University Center for **Teaching and Learning**

### **Instructional Continuity: March 17, 2020**

The University Center for Teaching and Learning has important updates regarding the University of Pittsburgh's transition to remote and alternative teaching methods.

Today's updates:

#### **1) Important Information About Recording Your Classes**

In order to facilitate the free exchange of ideas during lectures, if a faculty member intends to record their lecture with student participation, they must advise the students, via e-mail and at the beginning of the lecture, that the lecture, including their participation, is being recorded. Students should not be required to participate in the recorded conversation and should be encouraged to ask questions off-line. Further, the recorded lecture may be used by the faculty member and the registered students only for internal class purposes and only during the term in which the course is being offered. Faculty who have questions should contact [faculty@pitt.edu](mailto:faculty@pitt.edu). Consult the [University policies](#) for additional information on copyright.

2) **Recorded virtual workshops from Monday, March 16, are now available for viewing.** Please note that captioning is in progress. You can [view the recorded virtual workshops](#) online today.

3) **Additional virtual workshops have been added to the schedule and we are still hosting remote office hours throughout the week.** All sessions will be conducted via Zoom, are approximately one hour in length, and all times are EDT.

### **Virtual Workshops**

- Wednesday, March 18, 11 a.m.: [Making Your Video Effective for Learning](#)
- Wednesday, March 18, 12:30 p.m.: [Essentials for Remote Teaching](#)
- Wednesday, March 18, 1 p.m.: [Developing a Communication Plan for Remote and Online Learning](#)
- Thursday, March 19, 9 a.m.: [Developing a Communication Plan for Remote and Online Learning](#)
- Friday, March 20, 12 p.m.: [Developing a Communication Plan for Remote and Online Learning](#)

### **Remote Office Hours**

We will be hosting remote office hours throughout the week. These are drop-in style, question-and-answer discussions via Zoom.

- Wednesday, March 18, 10 – 11 a.m.: [Assignments](#)
- Wednesday, March 18, 6 -- 7 p.m.: [Open Q & A](#)
- Thursday, March 19, 12 p.m. – 1 p.m.: [Tests and Quizzes](#)
- Friday, March 20, 9 – 10 a.m.: [Academic Integrity/Anti-Cheating](#)

4) [Zoom Video Conferencing](#) is now available to all University faculty, staff, and students. You can access the conferencing tool by visiting [Pitt's Zoom webpage](#) and creating an account or logging in with your University credentials.

- Zoom is compatible with CourseWeb/Blackboard and we anticipate that it will be compatible with Canvas very soon.

- The [Zoom Help Center](#) contains a variety of resources to help you get started with using this video conferencing tool. We encourage you to view these resources for assistance with audio and video sharing, scheduling class meetings, and for a general overview of how you can use the tool to conduct synchronous meeting sessions.
- The Teaching Center has a [Getting Started with Zoom](#) page as an additional resource repository.
- Pitt Information Technology's [Zoom Video Conferencing](#) page provides information about Zoom's capabilities and links to a variety of help resources.

5) The [Teaching Online @ Pitt](#) (TOP) course is now available to all faculty. This is a self-paced, à la carte online course and instructors are free to explore what modules and topics are most relevant to their needs. These resources are designed to help instructors expand their pedagogical understanding of the practices that make for successful online teaching and learning. You can enroll in the [Teaching Online @ Pitt](#) course today.

Please continue to visit the [Teaching Center webpage](#) for updated information on instructional continuity.