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Subject: Teaching Center Update: Instructional Continuity Resources



University Center for **Teaching and Learning**

Instructional Continuity: March 19, 2020

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

1) Pitt Information Technology has introduced new webpages for additional and expanded resources to assist with the transition to remote learning.

- [Virtual Lab](#): The Pitt IT Virtual Lab enables you to access much of the same lab software and resources that you use while sitting in a Pitt IT Computing Lab on campus.
- [IT Resources to Support Remote Work](#): You can leverage Pitt IT resources to work productively from any location.
- [Important Message Regarding Zoom](#): Faculty with pre-existing and/or personal Zoom licenses have expressed interest in switching to the University enterprise Zoom account. Visit Pitt IT's Zoom page for more

information about [using your University Zoom account with an existing Zoom account](#).

2) **The Teaching Center encourages you to [keep lines of communication open with your students](#)**. As we approach the first day of class, students may be feeling anxious or nervous about the University's transition to remote and alternative learning. Communicate early and often remind your class that that these are unprecedented times for *everyone*. Our staff has created a list of [communication tips](#) for showing compassion, inclusion, and structure for when class resumes on March 23.

3) **The Teaching Center advises faculty to be mindful of instructional accessibility when creating new course materials for online use**. Please visit [Instructional Accessibility at Pitt](#) for recommendations on how to properly name hyperlinks, converting files to more accessible media with [SensusAccess](#), and a list of local and external accessibility resources.

4) **Additional virtual workshops and remote office hours have been added to the schedule this week**. All sessions will be conducted via Zoom, are approximately one hour in length, and all times are EDT. Note: Zoom information for each event is now available.

Virtual Workshops

- Friday, March 20, 11 a.m.: [Working with Teaching Assistants for Remote Instruction](#)
- Friday, March 20, 12 p.m.: [Developing a Communication Plan for Remote and Online Learning](#)
- Friday, March 20, 1 p.m.: [Working with Teaching Assistants for Remote Instruction](#)
- Friday, March 20, 2 p.m.: [Virtual Panel: Listening to Our Students](#)

Remote Office Hours

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

- Friday, March 20, 9 – 10 a.m.: [Academic Integrity/Anti-Cheating](#)

5) 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 teaching@pitt.edu. Consult the [University policies](#) for additional information on copyright.

6) Recorded virtual workshops from earlier this week are now available for viewing. Please note that captioning is in progress. You can [view the recorded virtual workshops](#) online today.

7) 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.

