

**Policy for Conducting Classes in Response to the Novel Coronavirus
Infection
To all students**

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Key points

- The state of infection in Japan has now reached an extremely difficult stage. Infection is spreading rapidly in large cities in Japan and other countries, and it is impossible to predict when Niigata City will suffer its effects.
- Given this situation, classes at Niigata University will be held without face-to-face interaction (without contact with others) from April 20. Face-to-face classes in classrooms will not be held in Terms 1 and 2.
- Non-face-to-face classes will be held in several ways. Please follow the directions of the instructors of your classes.

The extent of the spread of the novel coronavirus remains unpredictable, and in these circumstances, Niigata University will hold classes as set out below to prioritize the safety of everyone and minimize the spread of infection.

Waiting until classes start

Before classes start, avoid going out unless it is urgent or essential, and stay in your room (at home). Students who have relocated from areas where infection is spreading are particularly requested to self-isolate for two weeks and undergo a health check (<https://www.niigata-u.ac.jp/news/2020/69210/>). Students may go out to shop for necessities or exercise, but please be careful to prevent infection (wear a mask, disinfect your hands, etc.) and avoid crowded areas. Please also check “Important notices for students” on the University website (<https://www.niigata-u.ac.jp/campus/life/covid-19/>).

When will classes start?

To protect students’ rights to receive education, **classes will start on April 20** unless the infection situation changes drastically. However, because some classes may be held on other days, please take note of the relevant websites and information from the instructors of your classes.

Basic policy for conducting classes at Niigata University

Based on the current spread of infection in Japan, Niigata University has decided on the following basic policy for conducting classes.

Based on government policy and directives from the Ministry of Education, Culture, Sports, Science and Technology (MEXT), Niigata University **will prioritize the safety of**

its students and staff and prevent cluster infections within the University. Therefore, in Semester 1 (Terms 1 and 2) of the 2020 academic year, the University will only conduct classes online or through other “non-face-to-face” means that do not involve contact with others.

“Non-face-to-face classes” do not only refer to so-called online teaching using video and other resources, but also to methods like reading textbooks and materials and writing reports.

In avoiding the “Three Cs” (closed spaces, crowded places, close-contact settings) and preventing clusters from forming, it is important that students self-check and act appropriately. Please cooperate and refer to the Health Administration Center website (<http://www.hac.niigata-u.ac.jp>).

Methods for conducting classes without face-to-face interaction

The basic policy has also been shared with instructors in charge of classes. We expect that they will contact you about how they will conduct their classes without face-to-face interaction, but envision that the following three methods will be used.

Class example 1: Real-time class using a videoconferencing system

Niigata University has finalized contract with the company operating the Zoom videoconferencing platform so that the system is available to instructors. The website for the Center for Academic Information Service has manuals for students, and we ask that you refer to them if your classes will be held using this method.

Class example 2: Broadcast videos + Q&A by email, short reports, etc.

For each lesson, students will learn at home for a certain time using prerecorded video broadcasts and then conduct Q&A by email, bulletin boards, etc., after which they will submit short reports.

Class example 3: Text materials + Q&A by email, short reports, etc.

For each lesson, students will learn at home for a certain time using textbooks, materials, etc. and then conduct Q&A by email, bulletin boards, etc., after which they will submit short reports.

In methods 2 and 3 in particular, students should concentrate on the assigned tasks. Time should be spent on these tasks, and attention paid to watching and comprehending the materials based on the aims and objectives of the class as advised by the instructor; points to note when watching videos or reading textbooks, materials, etc.; and the necessary perspectives and viewpoints. Students with questions should not hesitate to ask them using the specified method (email, bulletin board, etc.).

Students may use the university’s Wi-Fi network only if they do not have an Internet connection in their room (at home). However, they must avoid the Three Cs and note that their use of classrooms is different from normal. Students must take care “to not gather in one place,” “not talk within close proximity to each other,” and

“to ventilate the classrooms.” They must also voluntarily disperse themselves when attending classes. Please also follow any instructions on notice boards, etc. Note that as using a mouse and other devices may lead to the risk of infection, many computers administered by the Center for Academic Information Service are not available for use.

Attitude to learning

Various problems may occur when conducting classes. For example, in real-time classes, students may not be able to connect their computer to wifi or may have a slow connection. It is also possible that the intended non-face-to-face classes do not proceed smoothly for some reason or cannot be conducted easily. In these cases, the teachers may suddenly change to a different method of conducting the class. However, we request that you understand that unique responses are necessary to overcome this difficulty and that you make efforts to learn with an attitude that accommodates flexibility in your response.

Contact for inquiries

Please contact the Student Affairs Section in your faculty should you have any inquiries.