Dear ESIC Univeristy Students,

First of all, I hope you and your family are all well. This situation is complex for all of us and it is now when the solidarity of each one of us will help us to progressively return to normal.

As we indicated in previous communications, the decree of the State of Alarm of March 14th implied the suspension of classes. The teaching and management team of the university, from their homes, have continued working to ensure that the learning objectives are met.

In this regard, we remind you that two learning methodologies were established, one until March 25th and another **from March 26th** in the format of online classes.

Due to the proximity of the beginning of the online classes I am sending you some indications of interest that will help you minimize the initial uncertainty and favor the normal development of the classes:

1. **Timetables:** they will be the same as in the face-to-face classes, that is to say, the same order and the same hours of class that you had before.
2. **Punctuality**: it is important that you attend the online class on time to avoid typical audio or video problems affecting the learning of other students.
3. **Attendance**: it is necessary to attend class regularly since classes will be held and the program will be advanced. In addition, the continuous evaluation items follow their course normally (exercises and presentations). For obvious reasons, there will be no roll call.
4. **Recording the Online Classes**: the classes will be recorded and will be available on the subject's Moodle for 2 weeks as a teaching resource to be viewed during this time.
5. **Follow-up:** as soon as these online classes begin, you will soon see that the usual syllabus, work and class dynamics will begin to progress at a good pace. It is your job to follow up on each subject. The agenda is now more important than ever.
6. **Substitution of teachers**: in the event that a teacher is unable to give the class online for health reasons, you will be notified by the academic coordination of each campus and the online class will not take place.

I am aware that these weeks of confinement are raising concerns about the academic year. Therefore, if you have any doubt about the subject, you should contact the teacher in charge of the subject, either by email or through the Moodle of the subject. If you have any generic academic questions, you should contact your tutor and/or director of studies.

In the technical training manual of the Online tool that has been distributed to you, you have all the necessary information to be able to access and participate in the online

classes. If you have any doubts, you can access the Service Desk included in the Virtual Campus, where you can make the necessary queries.

On another note, we are aware that some subjects have a strong practical/computer component. We are working so that, as far as possible, you can have access to the computer tools that you used in the classroom at ESIC. Shortly, in the case that you have a subject with this profile, you will be notified so that you can have access to them and that the development of the online classes will be as similar as possible to your face-to-face experience.

As you already know, in order to speed up communications with each of you, ESIC has incorporated a module on the website: **https://www.esic.edu/informacion-de-esic-sobre-el-coronavirus** where all the communications issued by the School will be uploaded. We ask that you proactively consult this space periodically.

Finally, I would like to thank you for the understanding and the messages of support that we are receiving in these days. The professionals that make up ESIC, both teachers and administrative staff, are working every day so that, while this context of a State of Alarm is maintained by the authorities, we can continue to develop teaching activity in the best possible way.

Thanking you once again for your understanding. I would like to take this opportunity to send you my warmest regards.

Segundo Huarte
Dean, ESIC University