

MASTER'S COURSES HYBRID CLASS SYSTEM STUDENTS 20-21

How will the dynamics of hybrid classes work during the 20-21 academic year?

At ESIC BUSINESS SCHOOL, the experience we offer our students constitutes a fundamental part of their learning process and their all-round, professional and human development, where the student is at the centre of the entire learning process (Student Centred Learning).

The teaching of the Master's courses during the 2020-2021 academic year will be based on the technologically developed hybrid classroom so that students are able to:

- attend remotely and on site, in the classroom, with the same degree of quality and experience, ensuring that the student is at the centre of that learning experience.
- follow the training in any of the possible scenarios, including the return to a lockdown situation, for both national and international students.

The classroom equipment makes it possible for the teacher to also address the students who are physically in the classroom and those who are taking part remotely.

The hybrid model is based on the principles of responsibility, attendance and participation laid down in our ESIC Academic Guide: BS 20-21. As a student at ESIC Business School, it is essential that you are aware of the dynamics explained below and accept it from the beginning of the course.

What does the hybrid model in classrooms mean?

- When students come to the Campus, they will do so, adopting all the safety and hygiene measures.
- Attendance is regulated according to the capacity of the classroom and by a system of group rotation.
- Remote attendance from home means being connected, live, with a camera and active microphone, with the classroom where the class is taking place, in order to participate as if you were in the classroom.
- The sessions recorded will be available for a period of 15 days to facilitate the students being able to view the content again, when they wish to review key concepts of the subject.
- The assessment systems for each programme and subject conform to the hybrid model and will be explained in each of the Teaching Guides and Course Manuals.

How will student attendance be organised remotely and in the classroom?

The aim is to guarantee equivalent on-site attendance to the campus for all postgraduate students, while abiding by health regulations and the possibility for the students of the power to choose.

For this purpose, the system set up consists of **rotation by Master's course groups**, considering health restrictions, the capacity of campus classrooms, and the number of students enrolled in each Master's group.

According to this, the following scenarios may be the case:

1. **The classroom DOES have the capacity available** to accommodate the entire Master's course group, respecting safety and social distance measures. In this case, students who have been assigned to the classroom attendance group can choose (except for the ESIC-URJC official courses where attendance is mandatory) whether to physically attend class, in the classroom, or not, provided that they notify the course coordinator in advance, 30 days prior to the class that they will not attend.
2. **The classroom does NOT have available capacity:** In this case, rotating classroom attendance will be set up, organized by the coordinator of each Master's course, according to the number of students in the group. Thus, if the classroom has a maximum capacity of 20, due to the health restrictions imposed, and the group is 35, a rotation system will be set up, equal to the excess of students over and above the classroom capacity. For example, in the case, there will be two groups of 20 and 15 that will rotate their classroom attendance and remote attendance. The students in the group whose turn it is to come to class will always be able to choose remote attendance, making use of the above-mentioned power to choose, communicating this, as expressed, in the following section. This possibility of choice does NOT apply in the following cases:
 - students on the official ESIC-URJC Master's course, for whom attendance in the classroom is compulsory when they correspond by group.
 - students whose enrolment is financed by the company through FUNDAE, for whom attendance in the classroom is compulsory, when it is the turn of their group to attend.

How does the rotation system work?

For each month, and at least 30 days in advance, the Course Coordinator will provide the lists of the two groups to attend class, remotely and in the classroom. This will be communicated to the students, following these criteria:

- For courses with classes on weekends, alternate rotation of groups will be established for each weekend.
- For courses with classes during the week (Monday to Thursday or Friday), the rotation of the groups will be every two days, in such a way that the first shift attends Monday and Tuesday and the second group attends Wednesday, Thursday and Friday.

Students assigned to the classroom group but who prefer to attend class remotely on a particular day, may do so by prior **communication, 30 days in advance** of the coordination of the course, using the *power to choose*.

Teachers will have a list of students who area connecting remotely and those who are coming to campus.

We remind students that, in the case of remote attendance, cameras are required to be turned on.