

## **School of Information and Communication Studies**

### **Notice to incoming postgraduate students**

#### **Autumn Trimester, 2020/2021**

This version dated September 2nd, 2020

#### **Key dates:**

- Online Registration for 2020/21 will begin from 7 September 2020 onwards and will close on 9 October 2020.
- Teaching Term: Monday 21 September to Friday 11 December 2020
- Bank Holiday: 26 October 2020
- Assessment period (entirely online): Monday 14 December to Wednesday 23 December 2020.

The aim of this notice is to inform prospective postgraduate students of the School plan for teaching, learning and assessment during the Autumn Trimester. The School has now agreed the details of how teaching, learning and assessment will be conducted for the coming Autumn Trimester, noting once again that plans may need to adapt as public health guidance changes. The Covid-19 situation is still fluid and plans may change, but we hope that the information below will allow students to make plans for the coming months.

We understand that UCD students value the opportunity to learn in a campus setting, but we also recognise that some forms of teaching lend themselves to distance learning more than others. Due to the current situation, and so as to provide certainty for students, all ICS Postgraduate programmes are committed to delivering the majority of module content through online platforms, with a small amount of face to face teaching where possible. Materials that will be delivered in a face to face setting will also be made available online either through recordings or through other means. This is so as to maintain a safe learning environment for all, whilst also ensuring an optimal and minimally interrupted learning experience based on the circumstances.

All modules within the University have undergone a review of how best they can be delivered according to the social distance restrictions that are likely to apply.

We understand that students are making decisions around accommodation. As noted much (but not all) of the content in the first trimester will be being delivered online. Any specific time-table information for the Autumn Trimester may still have to amend the proportion of online learning if the prevailing public health guidelines change associated with the pandemic.

**Classroom policy:** UCD's policy on masks follows current guidelines, meaning that masks must be worn at all times where 2m social distancing cannot be maintained. Among other times, this will likely be necessary during entering/leaving classrooms. Students should wear their mask in the classroom, as there are students and staff in high risk groups and wearing a mask in the classroom helps protect everyone involved. If a student or staff member feels unsafe, they should leave the classroom immediately.

**Cleaning and hygiene:** While every effort is taken to ensure that classrooms are cleaned in between classes, students and staff should also assume a degree of personal responsibility for cleaning any classroom spaces they use themselves. As such, in addition to bringing your mask to campus, you should plan on bringing cleaning materials to wipe down your desk space before the start of class. If you feel unwell at all you should not come to campus. As detailed below, on campus teaching will be made available online; therefore, you should stay at home and follow national guidelines.

**While on campus:** Social distancing, that is a distance of 2m from other people, is to be observed at all times. When this is not possible, masks are to be worn. Buildings and rooms will be operating one-way systems. Because it will be necessary to clear one class out of the room quickly so that the next group can move in, clean their sitting places, and start on time, we ask you to avoid asking lecturers/tutors questions after the class.

**Office hours** will be held entirely online during the Autumn Trimester.

It is UCD's expectation that students will take advantage of the campus experience as much as possible. However, we accept that at this challenging time, physical presence on campus may not be possible even when it is available. We have, therefore, planned our teaching delivery in ways that are equally accessible to those on campus and online.

Information on specific programmes is provided below.

## **MSc Information Systems**

- In general, the following forms of learning will be prioritised for face to face learning:
  - Small group teaching
- In general, the following forms of learning will largely occur online:
  - Lectures
  - R programming practicals (e.g., those in Quantitative Data Analysis)
- Lectures will be delivered remotely as per the existing timetable but also recorded and made available through Brightspace
- Assessment: As usual with the programme, assessment will focus on a mixture of continuous assessment and coursework including essays, short answer questions and MCQs.

## **MLIS/GradDipLIS**

- While some modules have face-to-face components, it is expected that some students might not be able to attend classes on campus.
- Some modules are entirely online and some will be made available via livestream and/or recording.
- In general, lectures will largely be delivered online, as per the existing timetable but also live streamed and/or recorded and made available through Brightspace.
- Assessment will focus on a mixture of continuous assessment and coursework including essays and other projects

## **MSc/Graduate Diploma in Digital Information Management**

- While some modules have face-to-face components, it is expected that some students might not be able to attend classes on campus.
- Some modules are entirely online and some will be made available via livestream and/or recording.
- Lectures will largely occur online as per the existing timetable but also livestreamed and/or recorded and made available through Brightspace.
- Small group teaching and tutorials will be prioritised for face to face learning.
- Assessment will focus on a mixture of continuous assessment and coursework including essays and other projects.

## **MSc/Graduate Diploma in Communication and Media**

- While some modules have face-to-face components, it is expected that some students might not be able to attend classes on campus.
- Some modules are entirely online and some will be made available via livestream and/or recording.
- Lectures will be delivered as per the existing timetable but also livestreamed and/or recorded and made available through Brightspace
- Small group teaching and tutorials will be prioritised for face to face learning:
- Assessment will focus on a mixture of continuous assessment and coursework including essays and other projects.

## **MSc Digital Policy**

- All required modules will be delivered on Wednesday. Pending public health status, small group classes in Digital Policy will be delivered face to face after October 21 (50% of module) but recorded and made available in Brightspace.
- In general, small group teaching will be prioritised for face to face learning
- Large group lectures will be delivered remotely as per the existing timetable but also recorded and made available through Brightspace.
- Assessment will focus on a mixture of continuous assessment and coursework including essays and other projects.