COVID-19: Recommendations for the academic year 2020/21 for students of Graz University of Technology

On-campus testing and teaching is only possible to a limited extent due to compliance with safety and hygiene regulations. Courses and exams will take place in the winter semester 2020/21 and the summer semester 2021 in various forms (on-campus, mix of on-campus and distance, distance only). Our slogan is therefore: “digital first”.

You can find information on starting your studies on the TU Graz website. The corresponding guide booklet for starting your studies includes all you need to know along with many other useful tips for a successful start to your studies.

Due to the current challenges resulting from the coronavirus pandemic, we also recommend you take a look at the information about academic affairs and frequently asked questions at the COVID-19 information page of TU Graz.

1. Organisational preparation for the semester

You can find detailed information about your courses in the appropriate course description in TUGRAZonline, or teaching staff may send out the relevant information before the first unit via e-mail or notifications and announcements in the TeachCenter. Please check your TU Graz student e-mail address regularly. You can also have notifications and announcements from the TeachCenter (in German) forwarded to your e-mail address.

Prepare yourself for the semester by asking yourself the following organisational questions:

✓ Is my course held on-campus, as a mix of on-campus and distance, or distance only?
✓ Where does my course take place (rooms at TU Graz and/or in a virtual room)?
✓ What tools are used in my course and what do I need to prepare (e.g. WebEx, TeachCenter, other degree-specific tools)?
✓ What safety and hygiene standards apply for my courses?
✓ Do the teaching staff recommend additional technical requirements?

2. Technical recommendations

Equipment for your personal study space

For all those courses that are to be held virtually either in whole or in part, we recommend:

✓ a good and, above all, stable internet connection via cable or Wi-Fi for streaming and video conferences
✓ a decent-quality notebook or PC incl. webcam and headphones
✓ Firefox/Chrome/Safari as default browser

To check your internet connection, we recommend the Cisco Webex Network Test.
In general, commercially available devices should be sufficient. If you are looking for a new device, TU Graz recommends: u:Book-Aktion.

**Access to eduroam at the TU Graz campuses**

*eduroam* is the universities' Wi-Fi network available to you at all Graz universities, among others. It is open to all students and can be activated in just a few steps (in German).

Please note that the certificate of the authentication server for *eduroam* was renewed in summer 2020, therefore a new installation is necessary for all notebooks, smartphones etc. with which you want to use *eduroam* (i.e. the Wi-Fi of TU Graz, information on new installation).

**Teaching and learning platforms at TU Graz**

For digital teaching, TU Graz relies in particular on the learning platform **TU Graz TeachCenter** and the video platform **TUbe**.

If the **TU Graz TeachCenter** is used in your courses, any teaching and learning materials, audiovisual media and e-books, but also interactive elements (examination tool, submission options, checklists) and common communication options (forums, e-mail, ...) will be available there.

If the **video platform TUbe** is used in your course, the teaching staff responsible will provide you with live streams and recordings of teaching units.

Please note the following:
As soon as you have registered for a course, TUGRAZonline and TU Graz TeachCenter are synchronised in the early morning hours of the following day. You will therefore automatically have access to the corresponding online course on the day after registration, if available.

Should problems arise, please contact **tc@tugraz.at** or **tube@tugraz.at**.

**Video conferencing tools**

Graz University of Technology provides WebEx and BigBlueButton as video conference tools.

All students at TU Graz have **access to WebEx**. Please activate your WebEx account [here](#) before using it for the first time.

It is highly recommended that you install and use the **WebEx clients** for optimal use.

The video conferencing tool BigBlueButton is part of the teaching and learning platform TU Graz TeachCenter and is accessible directly via a web browser (Firefox/Chrome/Safari). Instructions for use can be found on the TU Graz intranet – **TU4U** (in German).

Please note that in addition to the tools listed here, other programmes are also used in teaching. The teaching staff responsible for your course will inform you accordingly.
3. Distance and hygiene regulations

Please note that compliance with distance and hygiene rules is mandatory (in particular, keeping a safe distance from others or wearing a filtering facepiece (FFP) if a minimum distance of 1 metre cannot be maintained, regular hand hygiene, coughing and sneezing into the bend of the elbows).

There are seating plans for all lecture halls at all TU Graz campus locations. The general rule is that every fourth seat in every row of a lecture hall may be occupied. The available seats are marked with green dots. Seminar rooms/laboratories are not centrally managed, therefore please refer to the general distancing rules or the specifications of the teaching staff responsible.

TU Graz will provide containers with disinfectant wipes. Please take a disinfectant wipe from these containers for self-disinfection of your seat. When leaving the room, every student must dispose of the disinfectant wipe in the bucket provided.

Reporting suspected and confirmed COVID-19 cases

In the event of a suspected or confirmed COVID-19 infection, students must report directly to the central reporting office at coronameldung@tugraz.at.

In the guide on reporting suspected and confirmed COVID-19 cases, you can find the definitions of these terms relating to COVID-19 (symptoms, contact person 1 and 2, suspected or confirmed COVID-19 case) along with the exact reporting procedures for different scenarios.

If you have any questions about the case reporting process of suspected or confirmed COVID-19 cases, please contact coronameldung@tugraz.at.

These recommendations are continuously expanded in cooperation with HTU and based on your feedback and questions. Send us your feedback directly at vr-lehre@tugraz.at or enter it anonymously online at fbr.io/VLP.

You will be informed of any new developments with an e-mail from the Vice Rector for Academic Affairs (vr-lehre@tugraz.at).