

**Learning, Teaching and Assessment Arrangements for Semester Two of 2021/22 –  
Questions and Answers for Students**

The questions and answers below are compiled based on the updated arrangements for learning, teaching and assessment (LTA) for Semester Two of 2021/22 [released on 11 February 2022](#).

- (A) Arrangements for Learning and Teaching Activities
- (B) Points to Note for Students who are outside Hong Kong
- (C) Assessment Arrangements
- (D) Learning Support to Students and Backup Plan
- (E) Precautionary Measures to Observe On-campus
- (F) Other Issues

<u>Questions</u>	<u>Answers</u>
<b>(A) Arrangements for Learning and Teaching Activities</b>	
1. How will general learning and teaching activities be delivered in Semester Two of 2021/22?	<b>Until the end of Semester Two</b> , all general learning and teaching activities, e.g. lectures, tutorials, etc., will be conducted via the <b>online mode only</b> , using Blackboard Collaborate Ultra, MS Teams, or Zoom as appropriate. All lectures, seminars and tutorials will be video-taped and uploaded to the Learning Management System (LMS) for students' reference and revision.
2. What are essential face-to-face learning and teaching activities?	Essential face-to-face learning and teaching activities usually refer to the practice-based activities, such as practicums, clinical skills training, hands - on laboratory sessions, placements, trainings, studio sessions and field studies. They are defined as essential and mandatory by Faculties/Departments to meet professional accreditation or programme graduation requirements.
3. How will essential face-to-face learning and teaching activities be conducted?	Arrangements for essential learning and teaching activities as deemed mandatory by Faculties/Departments, will be decided by subject offering departments in achieving the intended learning outcomes.  They may conduct these essential activities online, switch to small groups with appropriate social distancing and protection measures, offer make-up sessions or defer these activities. Subject offering departments will advise students of the arrangements separately.

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<b>(B) Points to Note for Students who are outside Hong Kong</b>	
4. I am currently residing outside Hong Kong. Am I required to return to Hong Kong in Semester Two of 2021/22?	<b>Until the end of Semester Two</b> , all general learning and teaching activities, e.g. lectures, tutorials, etc., will be conducted via the <b>online mode only</b> , using Blackboard Collaborate Ultra, MS Teams, or Zoom as appropriate. All lectures, seminars and tutorials will be video-taped and uploaded to the Learning Management System (LMS) for students' reference and revision. Students who are currently residing outside Hong Kong can continue learning through online teaching.
5. Will the University make special arrangements (e.g. accommodation associated with quarantine) for students currently residing outside Hong Kong who have the needs to return to Hong Kong?	You will have to make advance arrangements to meet the HKSAR Government's boarding and quarantine requirements (e.g. travel and accommodation arrangements). Please refer to the latest guidelines released by the HKSAR Government via <a href="https://www.coronavirus.gov.hk/eng/index.html">https://www.coronavirus.gov.hk/eng/index.html</a> .  The Non-local Student Services Team under the Student Affairs Office will be providing you support on issues which you need to know or follow when entering Hong Kong. You may contact the Team by phone: (852) 2766 5408 or by email: <a href="mailto:nls.services@polyu.edu.hk">nls.services@polyu.edu.hk</a> .
<b>(C) Assessment Arrangements</b>	
6. How will continuous assessments and examinations be conducted?	Subjects originally planning to conduct on-campus examinations will adopt alternative assessment arrangements, such as online invigilated examinations, take-home examinations, or 100% continuous assessment. For a few subjects that require on-campus examinations due to pedagogical needs or accreditation requirements, the conduct of on-campus examinations will normally be deferred to the examination period of Summer Term of 2021/22. Please refer to the updated format of end-of-semester assessment for individual subjects via this <a href="#">link</a> . Subject offering departments, by the end of February 2022, have also advised students separately of the assessment details, e.g. the arrangement of mock-run with students in the case of online invigilated examinations.
7. How will subject teachers help me improve my learning more effectively?	Subject teachers will provide students with the assessment rubrics at the beginning of the semester and give timely feedback on students' assessed work, well before the end of teaching.

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<b>(D) Learning Support to Students and Backup Plan</b>	
8. What learning resources and services are provided by the Library?	<p>As the pandemic situation is evolving, please refer to the <a href="#">Library homepage</a> for latest service hours and arrangements.</p> <p>Additional e-resources such as <a href="#">e-journals</a>, <a href="#">e-books</a>, <a href="#">e-databases</a> and <a href="#">online videos</a> have been acquired to support learning. Students may also easily find their course readings on the <a href="#">Resource List</a> platform. The Library continues to support students’ research needs through library <a href="#">workshops</a> such as “Citing References and Avoiding Plagiarism” and “Citation Databases – Web of Science and Scopus”. In addition, the Library offers three interactive <a href="#">online courses</a> specially designed for Undergraduate and Postgraduate students.</p> <p>Should students require in-depth assistance on specific resources, they can continue to request for a <a href="#">research consultation</a> with their Faculty Librarians. For other assistance, please contact the Library by phone (2766-6863), WhatsApp (6423-0820) or <a href="#">online</a>.</p>
9. What is the arrangement for service-learning activities, which is a graduation requirement for all undergraduate students?	<p>We have been living with the pandemic for over two years and service-learning subjects have continued to operate during this time. However, obviously the service-learning projects need to accommodate the social distancing measures and keep both you and the community safe. Your service-learning subject teacher will have more details — check with them and do make sure that you read all the relevant emails and announcements on Blackboard. You can also refer to the FAQs from the Service-Learning and Leadership Office at <a href="https://www.polyu.edu.hk/sllo/resources/faqs/">https://www.polyu.edu.hk/sllo/resources/faqs/</a>.</p>

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10. Will outbound service-learning projects be resumed in Summer 2022?	<p>We would definitely like to resume outbound service-learning projects. We know that they are beneficial to students' learning and we can also bring a lot of help to the communities.</p> <p>That said, outbound service-learning projects are challenging to coordinate and a lot of logistics are involved. The service projects and service sites are very different and the way that they handle the COVID situation (i.e. quarantine, etc.) is also quite different. Some of the service sites may not have their COVID situation fully under control or adequate medical facilities. In other words, while we would like to resume our outbound projects, we also need to ensure that staff and students are kept safe and healthy, and there is no one-size-fits-all solution.</p> <p>We are studying each of the project sites carefully with your service-learning subject teachers. We may not be able to get all the outbound projects going in Summer 2022 yet. Your service-learning subject teacher will have the details.</p>
11. If I have questions about the Work-Integrated Education (WIE), Service-Learning and Healthy Lifestyle requirement for graduation, whom should I contact?	<p>Please approach the following staff for advice:</p> <ul style="list-style-type: none"> <li>• For Work-Integrated Education (WIE), contact your Programme Leader and/or Academic Advisor.</li> <li>• For Service-Learning requirement, contact your designated Academic Advising Officer at the Student Affairs Office or colleagues at the Service-Learning and Leadership Office (<a href="mailto:sllo.info@polyu.edu.hk">sllo.info@polyu.edu.hk</a>).</li> <li>• For Healthy Lifestyle requirement, contact your designated Academic Advising Officer at the Student Affairs Office.</li> </ul>
12. If I encounter problems in subject registration and study problems in this special period, what should I do?	<p>You can approach your designated Academic Advising Officer at the Student Affairs Office, or your subject teachers / Academic Advisor in the Department / Faculty. If you have any queries on the subject registration arrangements (e.g. subject registration schedule, subject registration procedures, etc.), you can also contact the Subject Registration Team of the Academic Registry at <a href="mailto:ar.subreg@polyu.edu.hk">ar.subreg@polyu.edu.hk</a>.</p>

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13. Is there any backup plan if the COVID-19 pandemic situation worsens significantly?	The University will continue to monitor and assess the situation closely and will provide updates as and when necessary. If the pandemic situation worsens significantly, face-to-face activities may be reviewed with reference to the latest health and travel advice as issued by the HKSAR.
14. How should I ensure I am prepared for online teaching?	<p>Students are strongly advised to read through the “Student Guide to Online &amp; Hybrid Learning” (<a href="https://polyu.hk/wiHKp">https://polyu.hk/wiHKp</a>) and make necessary preparation before hybrid teaching starts.</p> <p>The guide is intended to help students get the most out of their online education with the following information included:</p> <ul style="list-style-type: none"> <li>• Dos and Don'ts for Online Learning</li> <li>• Basic Preparations for Online Learning</li> <li>• Preparations for Online Learning in Subjects You Take</li> <li>• Preparations for Online Assessments</li> <li>• Resources for Online Learning</li> </ul> <p>Students are also advised to visit the following websites for other information which will be of use to their preparation for online learning:  <a href="https://www.polyu.edu.hk/elearning/student-support/onlinelearning">https://www.polyu.edu.hk/elearning/student-support/onlinelearning</a>  <a href="https://www.polyu.edu.hk/its/online-learning/index.html#itstostudent">https://www.polyu.edu.hk/its/online-learning/index.html#itstostudent</a></p> <p>In case of queries, students should contact their Department/programme leader/subject teachers.</p>

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15.	What systems/tools will be used for online synchronous teaching? Do I need to install any software or programmes beforehand for attending the online classes?	Blackboard Collaborate Ultra, MS Teams and Zoom are the major systems/tools to be used for online synchronous teaching. Your subject teacher will let you know which to use and provide you with the relevant installation information in advance.
16.	What help can be offered if I do not have the necessary online facilities?	Students are advised to seek assistance from their subject teachers who will find a solution to tackle the problem(s) by getting support from the University if needed.
<b>(E) Precautionary Measures to Observe On-campus</b>		
17.	If I need to return to the PolyU campus, what precautionary measures should I observe?	<p>To ensure the health and safety of students and staff, the University has put in place a set of precautionary measures that you should observe:</p> <ul style="list-style-type: none"> <li>a) You should adhere to the latest infection control protocols as announced by the University.</li> <li>b) You are reminded to bring along your student identity card to pass through the entrance gate at the PolyU campus.</li> <li>c) A body temperature check will be conducted at the entrance gate upon entering the campus.</li> <li>d) You should wear a mask in class at all times.</li> </ul>

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18. Whom should I contact for questions concerning the COVID-19 vaccination and testing requirement announced by the University?	<p>In light of the recent surge in local COVID-19 cases and in accordance with the latest Government policy, the University has stepped up its vaccination/testing requirements and has implemented vaccine pass arrangements for campus access since 24 February 2022. Please refer to this <a href="#">link</a> for details.</p> <p>Should you need further information, please contact the following units:</p> <ul style="list-style-type: none"> <li>• Health related enquiries: please contact the University Health Service (UHS) via email at <a href="mailto:uhshelp@polyu.edu.hk">uhshelp@polyu.edu.hk</a>.</li> <li>• Technical issues related to COVID-19 Vaccination Status Reporting Portal: please call the IT Help Centre of the Information Technology Services Office (ITS) at 2766 5900.</li> <li>• In-house COVID-19 PCR test enquiries: please contact the Department of Applied Biology and Chemical Technology (ABCT) via email at <a href="mailto:covid.survey@polyu.edu.hk">covid.survey@polyu.edu.hk</a>.</li> </ul>
19. Will face masks be provided to students attending face-to-face activities?	As in the current practice, you are required to wear your own face mask when entering the University campus.

Last updated on 7 March 2022