CLASS INSTRUCTION
As we approach the Summer and Fall 2020 semesters we are faced with changing the way we deliver class instruction in order to keep you as safe and healthy as possible. What this means for you as a student is that you can expect that your instructors will be holding classes in a number of different ways. Below are the possibilities:

100% Online
Classes offered 100% online using a learning management system called Canvas WILL NOT meet on-campus during the semester, the instructor will deliver the entire course content online.

Hybrid
A hybrid class is one that meets online and on-campus. For the Fall we will only have hybrid classes in subjects that must have some on-campus meetings for hands-on laboratory work to meet the course objectives. IF social distancing restrictions are eased, it is likely smaller lab sizes will be offered to maintain social distancing requirements and the number of required on-campus labs may also be reduced significantly.

CLASS MEETING TIMES FOR ONLINE INSTRUCTION

Real-Time
Both 100% Online and Hybrid classes can be held in ‘real-time’ meaning the same day(s)/time(s) each week. An instructor providing instruction in ‘real-time’ will likely use Zoom for class sessions. In this case, the instructor will lecture live and share other class materials online during scheduled ‘real-time’ class sessions.

Your Time
An instructor may elect to provide class instruction within Canvas at the beginning of the week and allow students to learn on their own time as they move through the class content. In this case, instructors will likely pre-record class lectures and other content to help you learn as you move through the week’s lesson. Although these classes may not meet the same day/time each week, instructors will provide required due dates for online class discussions, quizzes and homework assignments.

Combination
This will likely be the most common scenario you can expect to experience. Instructors taking this approach will provide class instruction within Canvas at the beginning of the week and allow students to learn in a self-paced manner as they move through the class content. Pre-record class lectures and other content will be made available to help you learn as you move through each weeks’ lesson and instructors may elect to schedule several required ‘real-time’ class meetings to discuss key topics and answer questions or for other specific course requirements.

OFFICE HOURS
You can expect that NO face-to-face office hours will be available with instructors. Instructors will offer a number of options for meeting with them one-on-one. They will provide office hours to support students using Zoom, Canvas or another online platform in one or both of these ways:

- Scheduled Office Hours: same day & time each week
- Individual Office Hours: scheduled on a one-on-one basis with students

Laney College does not discriminate on the basis of age, race, religion, color, gender identity, gender expression, sexual orientation, ancestry, citizenship, national origin, military or veteran status, disability, marital status, pregnancy, medical condition, and immigration status.
CLASSES WITH LABS THAT WILL MEET ON-CAMPUS

Scheduling
Assigned laboratory times will be scheduled by each instructor. Times and locations may change due to changing health conditions.

Protocols
Instructors, staff and students will be asked to follow strict protocols to ensure safety for everybody. For example, protocols may include: signing a protocol agreement document, requirement for face coverings to enter laboratory, pre-entry screening, etc.

Health Considerations
Students that are considering enrolling in a laboratory course should review the CDC recommendations for vulnerable populations and decide if they should take a course that has face-to-face laboratory meetings.

Laboratory Closure or Hiatus
The Alameda Health Department directives can change the laboratory schedule. These directives include, but are not limited to, changes in shelter-in-place requirements or procedures to contain local outbreaks. Please note that some changes may cause the college/laboratory to close temporarily or for the semester.

GETTING PREPARED FOR ONLINE CLASSES

Taking online classes will require some preparation and the first steps are making sure you have the computer equipment you’ll need and understand how to access Canvas.

In an online learning environment, your success starts with great instruction and effective technology. Canvas (Laney’s Learning Management System) allows instructors to deliver curriculum while also enabling interaction between students.

Check out this student resource page to get started:
https://bit.ly/3e3KPQL

Visit Laney.edu for help accessing computers and more resources for learning online.