Syllabus Update

The TA's and I look forward to working with each one of you towards a successful and smooth learning experience. Below are some indications on how we plan to proceed to this end. Please understand that *we may have to revise plans* as we gain experience.

Below is our tentative plan. Please ready carefully and share your concerns on Piazza:

- We will keep using all previous communication media, that is:
    - Canvas for publishing grades
    - Handin for submitting homework
    - Piazza for announcements and for off-line discussions and Q&A
    - Class website for class information and schedule. *The schedule will be updated as class progresses depending on our progress.*
- The lectures will consist of synchronous meetings on Zoom during the regularly scheduled class time.
- Khang and I will keep the same office hours. Denis will have his office hour on same day, Tuesday, 3:30—4:30 PM. All office hours will be held on Zoom.
    - Denis's private meeting room
    - Khang's private meeting room
    - Berthe's private meeting room
- Quizzes will be conducted synchronously, via Canvas and using Respondus Lockdown Browser. Quizzes require a webcam to complete. To take a quiz, you will need to start the Respondus Lockdown Browser, log to the course's Canvas page, and look for the quiz.
    - Ensure that you are in an environment without interruptions or distractions and that you have enough time to complete the exams and quizzes.
    - When providing an answer on Canvas, you can add mathematical equations with the 'square root of x' button. You can switch to advance mode to simply type latex equations.
    - Use the first quiz to familiarize yourself with Lockdown Browser as it will be used to complete the midterm and final exams.
- The class project will be replaced by additional homework. If you prefer to do a project, the option remains open.
- All class presentations by students are cancelled.
- You need to install ASAP the following systems and familiarize yourself with using them by watching tutorial videos or researching the internet:
    - Duo authentication, which you may not need now but will need in the future.
    - Zoom: An online meeting platform that we will use for office hours and for online discussions. For more details about Zoom than you would need, please refer to the instructions of the Information Technology Services (ITS) at UNL.
    - Respondus Lockdown Browser, which you need to download and install for synchronous exams and quizzes.
    - Adobe scan (optional but recommended): To scan your homework with your cell phone in case you are handwriting your homework. Download Adobe Scan on your phone; create a free account on Adobe.com; link the Adobe Scan to your Adobe.com account. All scans will be immediately sent to the cloud and will not be stored on your phone.
- More systems:
    - VidGrid: The system used to record the lectures. You do not really need to use the system unless you want to share a video with us or comment on one of our videos. Make sure to use

the "Entreprise" option and use your huskers.unl.edu email address to log to the system so that you can enjoy that 'privileges' your status. VidGrid allows me to see who viewed each video, when, and at what level of details, which will be used to 'compute' the perfect-attendance bonus.

- o NU VPN services: VPN allows you to connect to UNL's network. Avoid using it because it overloads the networks and slows communications.
- More useful sites, at the risk of feeling overwhelmed:
  - o IT support at UNL: Allows you to connect to a human being at UNL who can take control of your computer and work with you to solve your problem.
  - o CAS Learn from Home Packet: Walks you throught installing DUO and VPN.
  - o CSE's pointers on working remotely: Pointers to many technical systems
  - o UNL's Keep Learning: Advice on how to step into this new learning environment
  - o UNL Libraries and Accessing the libraries online resources from off campus