

## COVID-19 Plan

Michael L. Larsen, Associate Professor  
Department of Physics and Astronomy, College of Charleston

As I write this (4:30 PM on 3/14/20), there have been about 2,175 people in the U.S. confirmed with the COVID-19 virus with 13 South Carolina cases (according to <http://tinyurl.com/larsen-covid19>). As of right now, the College of Charleston's official plan is to move all academic instruction from Monday, March 23rd through Friday, March 27th to an online environment. It is unclear whether the e-learning protocol will be extended beyond March 27th but – with that strategy a real possibility – I want to outline the current plan for my Spring 2020 classes for any portion of the class that has to be conducted in a non-face-to-face protocol.

### Class Meetings

I will be lecturing from my home at the normal class meeting times; I have an 8x4 chalkboard and enough audiovisual hardware to make remote lecturing from my house possible. I encourage you to attend the lectures live (if possible) so that there can still be some semblance of interactivity. A link to a zoom session will be sent to your university email accounts approximately 10-15 minutes before classes are set to start.

I plan to record all the lectures and – if there are any students enrolled in the course who do not log-in to the zoom session – I will be uploading the recordings to youtube and putting links on the associated course webpages (e.g. [http://larsenml.people.cofc.edu/hons280\\_spr20.html](http://larsenml.people.cofc.edu/hons280_spr20.html) or [http://larsenml.people.cofc.edu/phys272\\_spr20.html](http://larsenml.people.cofc.edu/phys272_spr20.html)). If you don't want to be visible on the youtube videos, please just don't turn your webcam on.

### Office Hours

I will be doing Office Hours *by appointment* during times that we are not on campus. I have a very flexible schedule, so if you want to have a private conversation at any time, please feel free to send me an email with times you are available and I'll schedule a private videoconference with you. Alternatively, I gave all of you my cell phone number – feel free to call or text if you would like to set up a time for additional help.

### Homework

Homework will be posted on the course webpages. Please pay attention to due dates/times. You can email your homework assignments to me at [LarsenML@cofc.edu](mailto:LarsenML@cofc.edu); pdf files are preferred – though I guess I can live with Word documents, too. If you don't type your homework, you can just photograph your homework and send it as an attachment to an email (jpg or pdf). If I can read it, I'll grade it.

Please do not send me Google Drive links; I started using Google Drive before the university did and as such my Google Drive set-up is kind of messed up. Just send your homework as direct attachments.

## Graded Work

My current plan is to grade printouts of your assignments, tests, and quizzes as normal and return them to you through a web repository especially designed for you. When things are graded I will upload the graded homework (with key) to the following web-page: [http://larsenml.people.cofc.edu/your\\_student\\_id\\_number](http://larsenml.people.cofc.edu/your_student_id_number). (This probably goes without saying, but replace `your_student_id_number` with your actual student id number). When you go to that webpage, you should see a list of all files I am returning to you. As we progress during the on-line instructional period, you may start to see additional files on that page.

## Tests and Quizzes

If the on-line instructional period is only March 23rd-March 27th, this will be a non-issue; you will not be tested or quizzed during that week. If the on-line instructional modality continues past that point, however, we'll have to work something out. Since my classes are pretty small this semester, we may be able to do individualized assessing through one-on-one zoom sessions. Stay tuned if the e-learning period is extended.

For students in my PHYS 272 class – if final exams have to be administered on-line, we will have more discussion as that gets closer.

For students in my HONS 280 class – if necessary, we can conduct your presentations via zoom. Screen sharing can be allowed not just for the host but also for other participants. If you want to contact me to try to ensure screen sharing works the way you want it to in advance of your scheduled presentation date, let me know and I'll help you test things.

## General Comments

Obviously we're all just trying to cope the best we can with this interruption. I will do my level-best to ensure you get the best instruction possible given the circumstances. I understand that not everyone is necessarily going to be in an environment conducive to completing work and – as such – will likely cut back on the homework assignments a little for the remainder of the semester.

If there's anything you believe I can do for you, please don't hesitate to send me an email or give me a call. I'll do everything I can to help you through this difficult time.