

Academic Continuity from EIT in the Office of the Provost:

In the event of an academic emergency, the Office of the Provost will contact faculty with important information. In addition, the following steps will be taken.

1. Every course in each semester at UH has a course shell created on Blackboard, whether it was requested by the instructor or not. This course shell can be used to ensure the academic continuity of their course(s).
2. There are ample articles on <http://instruction.uh.edu> and <http://uh.edu/fdis> to help faculty who are not Blackboard experts. The most recent of these, and perhaps the best for instructors who are new to Blackboard, is "[Getting Started with Blackboard](#)," which gives the essential information needed to use Blackboard to communicate with students, post learning materials, create online assignments, receive written and electronic submissions of assignments, and create and deliver assessments (tests/quizzes). We recently reposted this article as the first article at <http://instruction.uh.edu> . There are many other helpful guides on the sites above that instructors will find useful. In the event of an emergency, this information will be prominently posted on the Blackboard Learn log in page.
3. In the event of an emergency, the central instructional design team will immediately offer multiple Zoom* online demonstrations and question sessions for instructors who need assistance. A schedule of these trainings will be posted on the Blackboard Learn log in page, and each Zoom session will be recorded and available through a link on the Blackboard Learn log in page.
4. Faculty members who want to meet live online with their students will receive instruction (again through Zoom) for using Blackboard Collaborate** to meet live online with their students.

Please contact Jeff Morgan jjmorgan@central.uh.edu or Teresa Acosta tyacosta@Central.UH.EDU for additional information.

* - Zoom is online meeting software. People can access live Zoom meetings through any modern browser on a computer, laptop, tablet or smart phone.

** - Collaborate is online meeting software that is available through the Blackboard Course Shell for faculty to hold live online sessions with their students.