

# A Guide to the Fall 2020 Schedule

As you review your fall schedule, you may come across modes of instruction that are unfamiliar or new to you. We want to make sure students, faculty and staff understand how UB defines the common terms and phrases used to describe various modes of academic delivery. “Instruction Mode” refers to the manner in which typical classroom activities involving instructors and students are provided, such as lectures, discussions and group engagement. Instruction Mode does not refer to out-of-class requirements such as homework, reading, studying, writing assignments, take-home examinations or similar.

**A note on remote coursework:** Students should understand that any course with a remote component contains the same academic learning outcomes and access to distinguished faculty as is customary for an in-person class. At UB, this means that students may use the UB Learns powered by Blackboard platform to view their course syllabus, submit assignments, and engage with faculty and classmates. Faculty may choose to use other platforms to provide additional academic participation.

**Synchronous:** “Synchronous” describes remote courses that occur at a set day and time. At UB, this means all faculty and students will participate in the course at the same time per the schedule. Course information will be shared during this scheduled time. All students are required to participate in class activities at the scheduled time. You will know your class is synchronous because there will be a specific day and time listed on your class schedule.

**Asynchronous:** “Asynchronous” describes remote courses that do not occur at a set day and time. At UB, this means students are able to participate in and complete their coursework on their own schedule. Faculty may provide taped lectures or videos for review. Students may also be asked to participate in discussion boards with their classmates. You will know your class is asynchronous because there will not be a specific day and time listed on your class schedule.

**In-person:** A traditional classroom experience in which all students are physically located in a common classroom space. At UB, this means all students are in a classroom that has been set up to accommodate social distancing. Increased time between classes will be allotted to minimize the need for students to gather outside classrooms while waiting for the previous class to end. This instruction mode fulfills the on-campus status requirement for F1 immigration requirements.

**Hybrid:** A hybrid course incorporates both in-person and remote academic participation. The remote option may be offered synchronously or asynchronously. At UB, this means students will complete academic activities both in person and remotely as scheduled by the instructor. This instruction mode fulfills the on-campus status requirement for F1 immigration requirements.

**HyFlex:** A HyFlex class provides students with the choice and flexibility of participating with the course in person or remotely. The remote option may be offered synchronously or asynchronously. At UB, this means students may be able to choose among coming to campus for an in-person experience, viewing the course lecture live via videoconferencing, or working through the course materials at a convenient time for them.

**Remote Class with In-Person Exams:** Courses are conducted remotely. Courses may have synchronous or asynchronous components. Examinations and presentations will take place on campus. At UB, this means students will do the majority of their coursework remotely. Students will be required to come to campus for examinations and presentations as scheduled by the instructor. This instruction mode fulfills the on-campus status requirement for F1 immigration requirements.

**Remote – Real-Time:** Courses are conducted remotely at a specific day(s) and time (synchronously), with no in-person requirement. At UB, this means all class activities will be held remotely at a set time. There will be no recorded or on-demand class materials available. Students are responsible for participating with the class activities at the scheduled time.

**Remote – Real-Time and Recorded:** Courses are conducted remotely with some class activities being held at a specific day(s) and time (synchronously), with no in-person requirement. At UB, this means some class activities will be held at a specific time and other class activities will be available as recorded or on-demand materials. Students are responsible for knowing the specific times they must participate in class activities.

**Remote – Recorded Not Real-Time:** Courses are conducted remotely with all materials provided for on-demand access, with no in-person requirement (asynchronously). At UB, this means students will learn using class materials that can be accessed on-demand, such as recorded lectures. Students are responsible for allocating adequate time to participate in and complete class requirements.

#### Important Information for fall 2020:

- Students must resolve all schedule conflicts by Aug. 15. After Aug. 15, the university will resolve conflicts on your behalf. Students are responsible for their most up-to-date schedule after the drop/add deadline.
- The last day to [drop/add for fall 2020](#) is Sept. 8.
- The [standard S/U grade policies](#) are in place for fall 2020.