

SABANCI UNIVERSITY

SPS 101 / Humanity and Society I
SPS 102 / Humanity and Society II

SYLLABUS APPENDIX 1

SPRING 2023
(Earthquake related measures)

EXTENDED ONLINE TEACHING GUIDELINE FOR STUDENTS

In accordance with YÖK's earthquake-related measures, necessary changes have been made to the original structure of SPS 101 and 102 courses. During the Spring term, our courses are taught online. We have shared our course procedures in the **SPS 101 / 102 Spring 2023 Syllabus** uploaded on SUCourse. Students can find necessary information on course components, grading, and general procedures in those syllabi.

In order to get maximum efficiency from online teaching, all students are expected to familiarize themselves with the **online discussion section format** and to comply with the **online discussion section etiquette** described below:

Online Discussion Section Etiquette

- **Discussion Sections: As indicated in the course syllabus, there will be synchronous online discussion sections both in SPS 101 and SPS 102.** It is of utmost importance that students watch relevant online lectures/SL-related videos uploaded on SUCourse, study the written teaching materials, and do the readings before they join the online discussion sections. That is a number 1 rule for students who wish to make the best out of online discussion sections.
- For online discussion sections, facilitators will use the online platform Zoom. All students are expected to familiarize themselves with such online meeting technologies if they have not done so far and pre-check their internet connections. Students should collect all necessary information before a scheduled online meeting. All students will attend online meetings by registering through their Sabanci University e-mail accounts and with their real names only. They should keep their webcam on for the duration of the session. Students who do not comply with this rule will not be admitted to any online discussion section by facilitators.
- For those discussion sections that will have graded tasks, the graded assignment will be released on SUCourse and should be submitted during the discussion section.
- No excuses (for instance technical or connection problems) will be accepted for not submitting graded assignments. In case of such problems, missed points can be compensated with the bonus assignment as described in the course syllabus.
- All students should follow important online discussion section announcements sent out by their facilitators regularly.

- Each discussion section will not exceed the scheduled discussion section hours as announced in our syllabi, so that students can join their other courses on time. Discussion sections will be recorded by the facilitators.
- Punctuality is of utmost importance for students in online discussion sections. Please be online on time. You are not allowed to participate 10 minutes after the discussion section has started. The same rule applies for the second hour of the discussion after the 10-minute break.
- Students should always follow proper behavior during online discussion sections. In case of inappropriate or improper behavior (such as displaying nicknames instead of their real names, trying to record online tutorials, not paying attention or properly answering their facilitators, unnecessarily using the chat box, and sharing any inappropriate material and content) during an online meeting, the person in question can and will be banned from online sessions and will be reported and forwarded to a committee for disciplinary action where necessary.