

Texas College

Office of Academic Affairs



Guidelines for Synchronous Learning

Texas College observes **remote synchronous instruction** defined as a two-way, real-time/live, virtual instruction between instructors and students when students are not on campus and observing COVID-19 distance requirements.

In this method, the required amount of instructional time related to courses will be scheduled each day, and communication is generated when attendance is recorded daily at a locally selected time utilizing Bio Signature Software. Synchronous instruction is provided through a computer or other electronic device or over the phone. The instructional method will address the course and degree program requirements. If a student who is originally scheduled to receive instruction through the on-campus or synchronous instructional method is not present at the designated official attendance time, the student will be not be considered present for the day by engaging through the remote synchronous method.

In the remote synchronous instructional method, student engagement is measured daily, and attendance is assigned based on the student's completion of that day's course engagement measure. Students who do not complete the daily measure of engagement are to be counted absent for that day, and that absence cannot be changed to remote synchronous present if the student completes the engagement measure on a later date.

Attendance is measured as synchronous interaction for scheduled courses. Attendance depends on the **active participation of students**. Students are expected to attend online sessions just as they would in a face-to-face classroom, by avoiding non-course related activities. We encourage appropriate lighting which promotes better engagement when the video feature of Zoom is in use.