

**Guideline No. 1/2021 of the Dean of the Faculty of Arts of UPJŠ in Košice  
to Organisation and Conditions of Educational Process at the Faculty of Arts of UPJŠ in  
Košice in the academic year 2021/2022**

In compliance with *Rector's Order No. 9/2021 Specifying the Implementation of Teaching and the Implementation of Work Activities at UPJŠ in the Beginning of the Winter Semester 2021/2022* (hereinafter also "Rector's Order No. 9/2021"), I hereby issue the following guideline:

1. Students and employees of the Faculty of Arts of UPJŠ are required to make themselves familiar with Rector's Order No. 9/2021 and comply with the same.
2. Teaching in the winter semester of the academic year AR 2021/2022 will be governed by the Schedule of the Academic Year 2021/22 which is available here: <https://intranet.upjs.sk/op/op.Public.php?documentid=5665>
3. Teaching will be of combined nature, respecting the applicable anti-epidemic measures and recommendations. Contact teaching will be combined with or replaced by distance teaching, depending on the different phases of public health situation.
  - a. Lectures will be given by lecturers from scheduled lecture halls with the possibility of on-line transmission (Teams). Students unable to connect online for any reason (mainly due to the preceding / following scheduled course) may be present in a lecture hall, using a face mask or respirator according to the Covid Automat Traffic Light System. Students will be informed of an online connection possibility in an electronic board of the respective course in AIS2.
  - b. Seminars/exercises may take place in contact form or online, as decided by the lecturer (in case of Covid occurrence, etc.).
4. During the entire semester, lecturers are required to prepare and keep an attendance list of both students present in person and those present online. The availability of attendance lists is the responsibility of the heads of departments.
5. Students and lecturers are required to electronically register themselves when entering and leaving lecture halls RB0A5 (M5), RE0A6 (M6), and AK0A7 (P5) by placing ISIC or ITIC card to a reader situated at the entrance to the respective lecture hall. The instructions regarding generation of attendance lists will be prepared by Ing. Polák until the start of the winter semester of the academic year 2021/22.
6. This Guideline comes into force and takes effect on 8 September 2021.
7. If the epidemiological situation changes, this Guideline will be amended in accordance with the applicable Covid Automat Traffic Light System and the Rector's order.
8. The respective management members will ensure that employees become familiar with their obligations arising from Rector's Order No. 9/2021.

Košice, 8 September 2021

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Dean of the Faculty of Arts of UPJŠ in Košice