



NEWSLETTER FOR ORGANISERS OF DOCTORAL COURSES

August 2020

Reminder of the deadlines for the spring 2021 course catalogue

The deadlines for courses to be advertised in the course catalogue for spring 2021 are:

- ❖ **2 September:** submission of new or revised syllabi via KIWAS
- ❖ **16 September:** entering a course occasion in KIWAS

For research schools new/revised syllabi are due **29 October** and planned course dates **19 November**.

<https://staff.ki.se/current-deadlines-related-to-doctoral-courses-and-activities>

The course catalogue will be open for application during the period **15 October – 16 November**.

Call for pedagogic course development project proposals

Do you have an existing course that you would like to develop according to modern pedagogy and by integrating digital tools?

Take the opportunity to apply for funding to realise your project. The available funding will provide support for the salaries of the teachers involved as well as financing support from the Unit for Teaching and Learning (UoL) in advancing the development work.

As part of the application process, UoL will run a workshop on course development according to the ABC model: <https://news.ki.se/course-design-with-abc> (please note new date: 4 September).

The call for applications will be open from August 17 to September 17, 2020. Read more: <https://news.ki.se/call-for-pedagogic-development-project-proposals>

KI recommendations for the autumn semester

As our president promised in the [President's blog](#) last week, recommendations for students and staff will be [presented on the web](#) shortly. The recommendations are being developed by KI's management in consultation with the expert groups for covid-19 and are based on the recommendations from the Public Health Agency. Please stay informed about this and make sure to follow the recommendations, for example what is said about the use of face masks.



Reminder: Teaching during autumn 2020 and risk assessment

All theoretical doctoral courses should be given at distance this autumn, to give room for certain prioritised groups and practical courses/course modules to be located on campus.

Courses or course modules exempted from distance teaching must make a risk assessment in advance of planning the activity. Read more about the exceptions from distance teaching that are allowed and the risk assessment (template to download):

<https://staff.ki.se/risk-assessment-for-campus-based-course-or-other-learning-activity>

Reminder: Deviations from course syllabi due to covid-19

If you have given a course during spring 2020 with changes to the syllabus (for distance teaching) due to covid-19 and still haven't submitted a decision about deviations made, please do so.

The same thing is required for courses during the autumn semester that are given at distance, when that is not what is stated in the syllabus. (Please note, if campus or distance teaching is not explicitly mentioned in the syllabus, campus teaching is implied, thus meaning that a decision about deviation is required if the course is given remotely). Please do this in advance of the course.

<https://staff.ki.se/deviation-from-course-syllabus-due-to-covid-19>

We recommend using EduSign for an electronic signature if printing and signing is not feasible:

<https://staff.ki.se/electronic-signatures>

(Please note that first time users need to make a setting in order to validate EduSign in the PDF reader. Just follow the steps under "Validering av elektroniska underskrifter" on [Sunet web page](#)).

Kind regards,

The [Course and Programme Committee](#) through Anna Gustafsson, Administrative Officer.

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