To all Students and Students, To the Teaching, Technical and Administrative staff of the University of Parma


Following the Decree Presidency of the Council of Ministers 8 March 2020, with this I intend to draw your attention to the main provisions in force for our University to make time from today. I thank you for your cooperation and ask you to follow scrupulously the instructions below.

Best regards,

The Rector
Prof. Paul Andrei

Lessons

Classes in the presence of Bachelor's courses, Second Cycle courses, are suspended until April 3. Teachers make available, on Elly portals, the teaching material and video lessons of the teachings due to start on the second semester.

In order to accede the teaching material you need to enter the Elly platform with the usual procedure, choosing the individual teachings of interest provided in the curriculum. Those who have never logged in to the Microsoft Office365 services in the University of Parma and have to access to the video lessons uploaded by the Teachers and published on the Elly portals, will necessarily have to make a password change through the appropriate procedure available on the following link: https://www.idem.unipr.it/start/cambiapwd

If you need help, you can write to helpdesk.informatico@unipr.it

Student reception

Activities relating to the reception of students in attendance are suspended until 3 April. Teachers are asked to take any useful measures aimed at allowing the use of the service using telephone or telematics modes also through the tools available on the Elly platform (Forum, Chat etc...).

Profit exams

Examinations are suspended until April 3.

Appeals for exams that were not held during the period of suspension of the teaching activity will be re-calendared and the information will be published on departmental websites.

For students about to graduate who were supposed to take the last exam in the suspended sessions, there will be, where necessary, an extraordinary graduation session in April. Students who are in this situation will be identified by the Educational and Student Services Area, which will notify the Departments.

Irrespective of the number of members of the appeals for the examination of the different teachings, examinations are not allowed to be carried out in the presence until new provisions are made. Therefore, it has been defined to carry out the profit exams in "remote" mode via the "Teams" platform. This mode may not be used for examinations which are mandatory for a practical or,
Each student enrolled in the exam will be invited to participate by a member of the Commission through the use of the "Teams" programme; After making the appeal, in order to verify the Students actually present, the Commission will open the examination and proceed to the call of the Students for the performance of the test in the order deemed appropriate. The identity of the candidate will be verified by viewing the identification document.

Each Department will display an updated schedule of review appeals on its website. For further information or requests for technical clarification, the appropriate communication channel (supporto.lezionionline@unipr.it) can be used, while information on the timetable of appeals can be referred to the Educational Secretaries of the different departments.

Instructions for accessing the new mode and taking the online exams by Students will be made available tomorrow, March 9, 2020, with an email explanation ad hoc.

Enrollment in Master's degree courses.
For pre-enrolled students, the march of March 31, 2020 is postponed to April 30, 2020

**ERASMUS and OVERWORLD Mobility**
Until the date to be allocated, the start of outbound mobility activities to European and international universities and companies planned under the following calls is suspended:
- Erasmus SMS 2019/2020
- Erasmus SMT 2019/2020
- Overworld - Overseas Students Mobility 2019/2020

The provision, in line with the measures taken by the Italian Government and the indications provided by the National Erasmus Agency Italy, is taken to protect the outgoing student in order to avoid the risk of incurring inconvenience, both in terms of exposure to the risk of infection and technical problems related to expatriation. Those concerned are invited to contact the University Internationalisation OU (erasmus@unipr.it) to assess the actions to be taken in connection with this provision.

**Libraries, Museums and study areas**

Libraries, Museums and study areas are closed until 3 April.

**Student secretaries and other offices that provide services to the public**

Front-office activities in the presence of the Secretaries and all other offices that provide services to the public are suspended until 3 April.

The back-office activities continue by implementing the precautionary measures indicated by the Presidency of the Council of Ministers. The services required by users will be met by the use of telematics modes.

**Cultural events, conferences, press conferences**

All cultural events open to the public, conferences, press conferences are suspended until 3 April.