

14 April 2020

To all students

Yoshiyuki Kakehi  
President, Kagawa University

### All 2020 Spring Semester (First Quarter) Classes to be Offered Online

With the state of emergency declared by the Japanese Government on 7 April 2020, the coronavirus outbreak continues to critically impact our society. Although classes were to start from 17 April 2020, we have decided on the following for the safety of the students, faculty and staff at Kagawa University.

We imagine that you have been looking forward to starting the new semester and meeting with friends, but we ask for your understanding and cooperation to reduce the further spread of the coronavirus.

All students, parents and guardians, faculty and staff, and all those affiliated – we will become ONE TEAM and get through this **together**.

1. Classes will start 17 April (Friday).  
However, First Quarter (17 April ~ 17 June) classes will be conducted online and not face-to-face.
2. In order to ensure a smooth transition to online classes, the next three weeks from 17 April to 6 May will be allotted as a **trial period** for conducting classes online and setting up a secure network. Each class will start as soon as they are ready.
3. During the **trial period**, students are to work on assignments given by the teacher at home and set up an online learning environment (purchasing devices such as laptops or tablets, setting up Internet (Wi-Fi) connection, etc.)
4. Details on the guidance for online classes will be uploaded online on the university homepage and announced via email.
5. Follow up on questions and concerns on health, registration for classes and online learning will be made available on campus making sure to restrict confined spaces, crowded gatherings and close contact. If you have any questions or concerns, please contact the administrator in charge listed in the attachment.

(Note) All matters relating to individual classes will be sent using Dream Campus. Please make sure to check Dream Campus every day

※Please refer to the attachment for details on online classes

(Attachment)

## Online Classes

**At Kagawa University, online classes will be conducted as a combination of the following ways.**

① Online video lectures

Example 1: Classes will be offered online in real-time through a video conferencing tool such as Kadype or Zoom that can be accessed from a computer, tablet or smartphone.

Example 2: Recorded lectures and class materials will be uploaded online, such as on Moodle (classes are not in real-time).

② Assignments provided online through Dream Campus messages

Example: No lectures (face-to-face or online) will be conducted, but homework and reports will be assigned through Dream Campus. Necessary textbooks and handouts will be provided online.

### Accessing Online Classes

1. Starting 17 April, all matters regarding classes will be sent through Dream Campus. Be sure to login to Dream Campus and check your messages at least once a day, every day. All messages will be forwarded to your student email (e.g. s20z999@stu.kagawa-u.ac.jp), but add other email accounts so that you are able to receive messages from faculty and the university at any time.  
You can access Dream Campus in the same way you register for classes.
2. If you have any questions regarding assignments or the class, ask the teacher using the messaging tool on Dream Campus.
3. Depending on the class, an online class may be conducted during the trial period. Details on how the class will be conducted will also be notified through Dream Campus. Make sure to check information for all classes that you have registered.

### Setting up your online learning environment

1. Make sure to purchase a laptop or tablet by 7 May. Although smartphones may be able to access online classes, they are not suitable for viewing long videos and handling lecture materials.
2. Make sure to have a stable Internet (Wi-Fi) connection.
3. Contact your affiliated faculty by phone if you have problems setting up your device or network connection and have difficulty taking classes online.

### List of Contacts

Faculty/Graduate School	Administrative Division	Contact Information
Faculty of Education Graduation School of Education	Educational Affairs Section	087-832-1411
Faculty of Law Graduate School of Law	Educational Affairs Section I	087-832-1806
Faculty of Economics Graduate School of Economics Graduate School of Management	Educational Affairs Section II	087-832-1813
Faculty of Medicine Graduate School of Medicine	Educational Affairs Section	087-891-2067
Faculty of Engineering and Design Graduate School of Engineering	Educational Affairs Section	087-864-2015
Faculty of Agriculture Graduate School of Agriculture	Educational Affairs Section	087-891-3018
Educational Affairs Group		087-832-1146 gakumu@ao.kagawa-u.ac.jp