ABC of live-streamed courses

Certificates: Students who successfully pass the course will receive a certificate from the CERGE-EI Foundation.

Contact hours: Each week, there will be two 90-minute sessions (90 min and 45 min held by the main instructor, and 45 minutes held by the local instructor), which should add up to 20 contact hours per course.

Credits: Credits for the courses will be awarded by the receiving institutions, in accordance with their standards and requirements. Our recommendation is to award 3 ECTS credits for the courses, as the total expected workload per course is 75-80 hours. However, this may be further adjusted in collaboration with each receiving institution. Hours may be added by providing additional sessions at the local university and/or by increasing the required readings and assignments.

Duration: We offer courses in 6-week modules, with the exam scheduled for week 7.

Exam rules: Students are expected to work on their own. Those caught using external sources will be excluded from the exam. In the case that two or more exams share the same wording or sentences/parts of sentences, students who are the owners of those answers will fail the exam and will not have a chance to take the make-up exam.

Language: The teaching languages of all courses offered by the CERGE-EI Foundation is English. However, we allow for flexibility in using native language when delivering exercise sessions by local instructors.

Level: All courses will be either advanced BA level courses - INTRODUCTORY COURSES or introductory MA level courses – ADVANCED COURSES.

Local instructor: A local Instructor will provide assistance in course delivery including:

- teaching one (45 min) session a week following the main instructor's instructions,
- setting up the link for exercise sessions and sharing it with students, the main instructor and the Distance Learning Program administration,
- checking attendance,

- assisting with technology,

- assisting with some questions/discussion at the location, including office hours when needed,

- managing the exam sessions,

- if asked by the main instructor, helping in checking and grading projects, HW assignments and exams.

Local requirements: If students will be joining from the classroom - equipped lecture room including video-technology allowing for participation via video-conference, i.e. a computer with stable and strong internet connection connected to a screen, camera (capturing the classroom), and a microphone—ideally a desktop or room microphone (handheld may be an obstacle preventing some people from asking questions, but would serve the purpose if there is no other option).

Main Instructor: The main Instructor is responsible for:

- designing the course syllabus, including the grading policy,

- uploading and updating course materials on the Moodle course page,

- delivering the course to all participating institutions,

- providing the local instructors with instructions and materials for exercise sessions,

- organizing office hours with students,

- delivering course results to the Distance Learning Program administration.

Plagiarism: Students should avoid academic dishonesty and misconduct, including plagiarism of research projects or cheating in exams.

Objectives of the live-streamed courses:

- University: Provision of specialized economics courses to universities currently unable to offer them due to insufficient student demand to justify a course or because of a lack of faculty with the relevant expertise.

- Faculty: Professional development opportunity for local faculty, supporting skills transfer and capacity building.

- Students: Experience of an international learning environment (Western-trained faculty and learning with students from multiple universities across the region).

Student engagement: All courses require the **active participation of all students**. Teachers will utilize modern teaching techniques and methods to motivate student engagement.

Technology: The following tools will be used for teaching:

- **Kahoot** – Tool for conducting interactive online quizzes. No license is needed for students; they will be able to join the quiz with simple registration.

- **Mentimeter** - Tool for conducting interactive online polls. No license is needed for students; they will be able to join the poll with simple registration.

- **Moodle** –Students will be asked to log in to the course page on Moodle which will contain all information related to the course (syllabus, main information about the instructor, schedule, zoom link, quiz results and similar). Main Instructor will be responsible for content and all the updates of the course page on Moodle.

- **Turnitin** - Turnitin is an Internet-based plagiarism detection service which is used to identify plagiarism in essays, homework assignments and research projects submitted by students.

- **Veconlab** – Veconlab is a software used for playing online experiments in real time.

- **Zoom** – Main instructors use Zoom for live-streaming his/her lectures. Local instructors can use an online tool of his/her choice. Prior to the start of the course, the local instructor needs to set up the link for (reoccurring) exercise sessions and send that link to students, the main instructor and the Distance Learning Program administration.