

## Education-AE

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**From:** Education-AE  
**Sent:** woensdag 25 augustus 2021 18:55  
**To:** Education-AE  
**Subject:** Education at Aerospace Engineering - 2021/2022 Q1  
**Attachments:** Okku manual for students.pdf

Dear Student,

You receive this email as you are indicated as a (prospective) student at the faculty Aerospace Engineering (or for one of our minor programmes). Next week, the academic year 2021-2022 will start and our education has been prepared in order to meet the COVID19-guidelines from the government. We are very pleased that we can offer more on-campus education, and that for students social distancing is no longer required when they attend classes. With this email, we would like to update you about the relevant educational logistics. Please see the TU Delft [Covid19-page](#) and the [government website](#) with an overview of all current Covid19-measures for education.

### Lectures

Our lectures will be offered in a combination of online lectures and hybrid lectures. Lecture halls A, B, J and K have been prepared as “hybrid lecture halls”. This means that in these rooms there will be students actually sitting in the lecture hall, and students participating online at the same time. If one of these lecture halls is allocated in [My Timetable](#), this means that this is a hybrid lecture (they also have the label “on-campus” and are red in the timetable; other lectures are indicated as “online” and are green in the timetable).

*How does this work:*

- **Capacity:** Government guideline is a capacity of 75 students, and taking ventilation into account we can also accommodate this capacity in these lecture halls. However, we will start cautiously: lecture hall A (75 students), lecture hall B (60 students), lecture hall J and K (both 50 students).
- **Reservation:** Students must reserve a seat in an hybrid lecture via Okku. The aim is to give all students the opportunity to participate on-campus. Therefore, you can reserve *2 dayparts* in advance. You will need to scan a QR-code at the lecture hall entrance to validate your place. See the attached instructions on how to reserve a place via Okku. It is essential to reserve your place in the lecture hall as described here, otherwise you are not allowed to enter the lecture hall.
  - Reservation is needed for the hybrid lectures in lecture hall A, B, J, K
  - Reservation is *not* needed for educational activities at the Fellowship and/or Lijm & Cultuur (i.e. for practical/project work).
- **Distribution.** The distribution of hybrid lectures is as follows:
  - Bachelor 1: Hybrid lectures are in [lecture hall A](#) on Tuesday afternoons and Thursday afternoons (reservation is possible from week 1.3). Allocation for week 1.1 and 1.2 will be emailed by Education & Student Affairs before the start of the academic year.
  - Bachelor 2: Hybrid lectures are in [lecture hall A](#) on Tuesday morning, Thursday morning, and Friday mornings
  - Bachelor 3: Hybrid lectures are in [lecture hall B](#) on Monday and Wednesday for the minor Airport Development; and on Tuesday and Thursday for the minor Offshore Wind Energy
  - Master tracks have their hybrid lectures allocated as follows:
    - AWE: Tuesdays and Fridays in lecture hall J
    - FPP: Tuesdays and Thursdays in lecture hall K
    - C&O: Mondays (lecture hall A) and Wednesdays (lecture hall J)
    - Space: Wednesday and Fridays in lecture hall K
    - ASM: Mondays (lecture hall K) and Wednesdays (lecture hall A)

*Courses offered on other days than stated above are online!*

- Reserving for other Master track courses: some courses are offered for multiple tracks (or are an elective for you); if you want to follow a hybrid lecture from a course from another track, you are also allowed to do so.
- If all goes well, we will aim to gradually increase the capacity after the first few weeks.

### **Educational logistics**

- Fellowship: In the Fellowship, the bachelor project/practical education will be facilitated in a combination of on-campus and online activities. In addition, rooms for studio-classroom sessions (or other type of instructions) are reserved as well for students. These can be found in MyTimetable. It is not mandatory for teaching staff to use these, but students are allowed to participate there during an (online) studio classroom. Please see to your courses' Brightspace page for more information on on-campus sessions.
- Master workplaces: For workplaces, please remember that the COVID19 guidelines for office staff apply: if possible, work from home; keep a distance of 1,5 metres to the other students and stick to the maximum occupancy of the room.
  - the generic master workplaces are available for master *and* bachelor students via Okku-reservations. You can use the QR-scanstation at the Service desk to validate your presence.
  - the master track work places can also be used again, according to the same guidelines as for staff members.
- Scheduling: although the scheduling outline is complete, the final updates still have to be processed in MyTimetable. So please keep a regular eye out on potential changes in the coming period.

### **Other guidelines**

- Main hall/restaurant: the self-study places in the main hall and restaurant will also be set-up. Students can sit there in-between lectures.
- Lunch in J and K: because of limited capacity in the hall and restaurant, students are also allowed to have their lunch in these lecture halls.
- Facemasks: these are mandatory again for students and staff in the campus buildings. When seated, the facemasks may be taken off.
- Exams: The Executive Board is preparing their decision for the Q1 exams at this time. As they depend on government guidelines, we are currently awaiting their decision. \_

### **Disclaimers**

We can only offer the on-campus education if we adhere to the regulations as much as possible. So please make sure to follow the COVID19-guidelines, such as wearing a facemask and test yourself regularly. You can obtain (free) selftests via <https://www.zelftestonderwijs.nl/>, and if you want to receive your vaccination but haven't planned this yet, please go to [www.planjeprik.nl](http://www.planjeprik.nl) to do so.

Finally, offering a hybrid lecture is challenging and this is facilitated upon request by student representatives. Please note that it is possible that the lecturer teaches the course as if only for the online students. Lecturing that is "filmed before a live audience"-approach best translates this concept.

In case you have questions regarding this update, please contact [education-ae@tudelft.nl](mailto:education-ae@tudelft.nl).

Good luck with the start of the academic year.

Kind regards,

Education and Student Affairs  
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