

因應新型冠狀病毒肺炎教師上課期間防疫注意事項

General Guidance for 2020 Novel Coronavirus in Classrooms

- 一、上課期間，避免使用冷氣空調，請同學進教室後立刻打開窗戶及前後門，維持室內通風以保持空氣流通，亦可評估是否開風扇。

Please avoid using air-conditioning during classes. To keep the classroom ventilated, teachers and students are responsible for opening windows and doors when entering.

- 二、提醒學生勤洗手並保持個人衛生習慣(如打噴嚏或咳嗽時需掩住口鼻，擤鼻涕後要洗手，妥善處理口鼻分泌物)。

Please wash hands regularly and keep good personal hygiene habits (e.g. cover your mouth and nose when you cough or sneeze, wash your hands after sneezing, properly dispose of body secretions etc.).

- 三、請老師或同學間主動關心彼此健康狀態，如有發燒(耳溫 $\geq 38^{\circ}\text{C}$ /額溫 $\geq 37.5^{\circ}\text{C}$)、咳嗽或喉嚨不適等呼吸道症狀，請主動戴上口罩，並立即洽本校衛生保健組或立刻就醫。

Teachers and students should care for one another. For anyone that has a cough, fever (ear temperature $\geq 100.4^{\circ}\text{F}$ / forehead temperature $\geq 99.5^{\circ}\text{F}$), or sore throat, please wear a surgical mask spontaneously and report to the Health Center or go to the hospital immediately.

- 四、上課期間，建議老師上課避免使用麥克風(或可自備麥克風)，如需使用，請責成班上同學於上課前擦拭麥克風。

*系所經管教室請自行備置酒精，校經管教室由學校統一提供，請同學就近取用，使用後務必歸還，酒精置放位置：明德樓-通識中心、篤行樓-進修推廣處、至善樓-教育學院院長室、視聽館-計算機與網路中心 F302 辦公室。

The usage of the classroom microphone is inadvisable (teachers could bring their own microphone instead). If need be, please sterilize the classroom microphone before use.

- 五、教室門把、電源開關及教學視聽設備每日由各該負責工讀生進行擦拭消毒。

Classroom door handles, light switches, and audiovisual equipment will be disinfected every day.