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Subject: Coronavirus and Campus: Your Questions Answered



Dear Spartan Community,

USC Upstate is closely monitoring the spread of COVID-19 caused by Novel Coronavirus, following the guidance of both the U.S. [Centers for Disease Control and Prevention](#) (CDC) and the [S.C. Department of Health and Environmental Control](#) (DHEC). As cases of the virus have been identified in the Southeastern United States, we want to share detailed information about how you can help prevent the spread of COVID-19, influenza, and other respiratory illnesses, as well as how to get accurate information about this new virus.

Preventing Illness Spread – Know the Steps, Know the Details

- **Wash your hands with soap and cold or hot water for at least 20 seconds** (Singing “Happy Birthday” twice is about right).
- **If soap and water are not available**, use alcohol-based hand sanitizer with at least 60% alcohol. To **properly sanitize** use a palmful of sanitizer, rub over all surfaces of hands including between fingers, and let dry.
- Do not touch your face (mouth, eyes, nose) with unwashed hands (before snacking, putting on makeup, etc.)
- If you cough or sneeze, use the flex of your elbow, or a single use tissue.
- For home/office cleaning, use Lysol spray, Clorox wipes, or other products labeled “disinfectant” according to package instructions for viruses.
- It is **NOT** recommended that well individuals wear masks. Masks should be worn for people exhibiting illness.

When and How to Seek Medical Care

- **Seek medical attention if you have a fever or shortness of breath from [USC Upstate Health Services](#) or local medical providers.**

What about travel?

- Stay aware of Travel Alerts. Currently countries impacted by elevated travel alerts include: China, Iran, South Korea, Italy, and Japan.
- There are no intercontinental US travel alerts at this time.
- Travel Alert links are listed on the [Health Services](#) website, as well as [CDC](#).
- The University is monitoring sponsored trips and will cancel if advisable due to risk as the situation evolves.

How would I know if classes, events, or clinicals are cancelled?

- **USC Upstate will notify you via email or through the university website regarding a change in scheduled classes or events. You should contact your professors directly if you have any questions about expectations.**

If the virus becomes widespread, health officials may recommend that we suspend operations to help ensure the health and safety of our campus community. If this happens, your professors will let you know through Blackboard (BB) how they will teach their classes. This may take several forms but here are two likely options:

- Some professors will send you their PowerPoint files and related assignments. You will submit assignments through Blackboard or email them directly to your professor.
- Some professors will hold class online through [Blackboard](#). They may choose to be online at the time class regularly meets and will broadcast their lecture through the Collaborate feature in Blackboard. Or they may record their lecture so you can watch it whenever you like.

What About Tests?

Professors may choose to postpone tests, give take-home tests, or give online tests through Blackboard. Be sure to read your email.

How Do I Learn at Home?

You will likely need access to Blackboard and to Wi-Fi to continue learning at home. You may also need to access [Spartangreensky](#) if you need access to software programs to complete your assignments. If you have never accessed these services at home before, please do so now to prepare. If you have trouble accessing BB or Spartangreensky contact the Helpdesk (helpdesk@uscupstate.edu or 864.503.5257).

What About Group Projects?

Your professor will be in touch with guidance on how to complete group projects. Your group may need to conference call or meet virtually in Blackboard to finish projects.

What About Deadlines and Due Dates?

Watch your Upstate email for any changes your professor may make to due dates.

What About My Internship/Service Learning/Volunteer Hours?

If your site closes because of the virus your professor may need to assign a grade of Incomplete and work with you to find a place and a time for you to complete your internship hours. Seniors who are expecting to graduate will still be able to walk in May, and will complete course requirements over the summer. Nursing and Education students will receive information from their Dean about their practical/clinical/student teaching.

What About My Advising Appointment?

If the university has to close, your advisor will send you an email with information on how you will meet for advising. They might plan a phone call, a skype call, or meet virtually through Blackboard.

What If I Can't Access Blackboard From Home?

If the university has to close, let your professors know as soon as possible if you do not have access to Blackboard from home.

Things to Do Now for Your Classes

- Notify your professors as usual if you miss class due to illness.
- Make sure you can access your Upstate email.
- Make sure you can access Blackboard.

We will continue to monitor these conditions and make decisions in consultation with our administration, local and state officials, and to provide regular campus updates regarding COVID-19 as needed.

Be sure to take precautions and Keep On Learning!