### The Preparedness Quiz for Instructors

**How will you access online resources in the time of an emergency?**

- [ ] I have a computer or laptop at home that has the software and Internet connectivity I need to work remotely.
- [ ] My students have a computer or laptop at home that has the software and Internet connectivity they need to work remotely.

**Are your course materials online?**

- [ ] My D2L courses contain the most current course information.
- [ ] I know how to distribute assignments to my students online in D2L.

**What are your channels of communication?**

- [ ] My students know how to contact me if they have a question in the time of an emergency.
- [ ] I know how to facilitate discussion with groups of students remotely.
- [ ] Students have a way to contact each other and collaborate online.

**How will you conduct class at a distance?**

- [ ] My students can read, listen to, and/or watch my class activities online.
- [ ] My students can turn in homework and take exams online.
- [ ] I have a way to respond to student work and securely publish grades online.

*If you did not check all of the boxes, you are not prepared for academic continuity. Browse this Web site to find out how to become prepared.*

### The Preparedness Quiz for Students

**Do you know how to access your course materials online?**

- [ ] You know how to access your courses in Desire2Learn.
- [ ] You know how to submit assignments to your instructor online.

**What are your channels of communication?**

- [ ] You know how to contact your instructor and classmates in the time of an emergency.
- [ ] You know how to conduct a discussion with students remotely.
- [ ] You have a way to contact other students and collaborate online.
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<th>How will you work at a distance?</th>
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<tr>
<td>☐ You know how to read, listen to, and/or watch your instructor’s lectures online.</td>
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<tr>
<td>☐ You know how to turn in homework and take exams online.</td>
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<td>☐ You know how to check for assignment feedback and check your grades online.</td>
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