While we are all looking forward to Spring Break, please remember to be prepared for the fast-changing world in which we are living. Information about and realities of COVID-19 are changing hourly. Please keep these things in mind:

- Prepare you classes for electronic delivery March 23-24, but do so knowing you may need to deliver all classes online for a longer period of time;
- CETL continues to offer group trainings as well as individual consultation to help you transition to electronic delivery.
- Classrooms from which you normally teach will be available to you, but students will not be allowed to attend in person.
- Communicate with your students prior to Friday, March 20, about how your courses will be delivered on March 23-24. Clear communication is key for their success.
- Be mindful of students who have accommodations through the Center for Disability Access and Resources (CDAR). Their accommodation may change as we move online. Watch for communications directly from CDAR and seek guidance from them as needed.
- Watch your U of I email and the university's website for updates and further instructions.
All university-sponsored international travel over Spring Break has been canceled. We strongly recommend you do not travel internationally. If you choose to travel to a Level 2 or 3 CDC-identified country, you are expected to self-isolate for 14 days upon your return.

Remember to:

- Wash your hands often, using soap and water, for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer;
- Avoid touching your eyes, nose and mouth with unwashed hands;
- Avoid close contact with people who are sick;
- Stay home when you are sick;
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash;
- Clean and disinfect frequently touched objects and surfaces.

The health of our community is a priority. We will all find ourselves stretched, inconvenienced and challenged in the coming months, but we will address this like all things we do — with the students’ best interests in mind. Thank you in advance for your flexibility.

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