

# A Practical Guide for Implementing of Remote learning at the Medical University - Sofia

Dear Students,

**Remote learning requires clear regulations:**

1. The exercises are **obligatory**, as in two or more absences the student does not receive certification.
2. **In MU - Sofia** for remote learning we use **ClassRoom** - a virtual classroom with the generated emails of MU - Sofia.  
**ClassRoom** is a learning platform whose main purpose is to conduct remote learning. Training and correspondence with students will take place through the **ClassRoom platform** and **institutional emails**. During **the exercise** there is an **active written and / or audio communication** between the assistant and the students, as the assistant asks questions to some students, the answers are given in writing or orally, schemes and figures are written in the notebooks, and then with photos are sent during on the exercise in the general chat. Students complete their homework in exercise books, as well as read the relevant lecture in advance.
3. It is not allowed to use the training channels for **personal conversations and comments**.
4. The meeting (exercise or lecture) is convened **only by the teacher** at the scheduled time, **according to the approved weekly curriculum**.
5. During a meeting, in order for the teacher to be heard clearly, students **must turn off their microphones**, as the appearance of extraneous noise interferes with work.
6. The student turns on his microphone **only when asked by the teacher**.
7. During an exercise or lecture, questions related to the subject of the learning process are asked to the teacher in the **ClassRoom** channel chat **at a time when the teacher invites the students**, not when the student decides to ask.
8. **If a student interferes with the work of the learning process**, he will be removed from the meeting and will not have access to remote training.
9. **The colloquia** will be conducted **by filling in tests and oral examinations**.

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More instructions for remote training can be found here:

[https://help.musofia.bg/services/online\\_study](https://help.musofia.bg/services/online_study)