

## ANNEX I

### Addendum to the Course Guide

#### *Risk factors in psychological development*

Academic year 2019-2020

(Date of approval by the Governing Council: 30 April 2020)

Due to the health crisis caused by the COVID-19, the teaching staff responsible for the courses have adapted the academic criteria in accordance with the guidelines of the Andalusian framework document on adaptation criteria of 11 April 2020 and the Guide for the adaptation of teaching and assessment at the University of Jaén to the exceptional situation caused by the Covid-19 during the academic year 2019-2020 (approved by the Governing Council on 20 April 2020). These addenda allow to document with evidence the contingency plans adopted and the dissemination and publicity measures established to students, teachers and society at large.

**Degree(s):** Social work

**Joint Program(s) of Official Studies:**

**Course:** Risk factors in psychological development

**Code(s):** 11013014

**Course coordinator:** María Auxiliadora Robles Bello

**Department/Centre:** Psychology

#### 1. BRIEF DESCRIPTION OF CHANGES IN CONTENT AND/OR COMPETENCES

(Please describe the changes introduced with regard to the original teaching guide)

Elective subject of the first term.  
No changes to the original teaching guide.

#### 2. CHANGES IN TEACHING METHODOLOGY

(Please describe the changes introduced with regard to the original teaching guide)

The subject has been taught in the first four-month period, so that, having finished its teaching, there have been no changes in the teaching methodologies associated with the contents/competences/learning results.

In relation to the resolution of doubts, attention has been provided through tools not initially contemplated, such as videoconferences ("Meet de Google" program), and e-mail, this being the main change.

### **3. CHANGES IN TRAINING ACTIVITIES**

(Please describe the changes introduced with regard to the original teaching guide)

No changes from the original teaching guide. No changes have been made as this is a first term subject for which the teaching period has already ended.

### **4. CHANGES IN ASSESSMENT METHODOLOGY**

(Please describe the changes introduced with regard to the original teaching guide)

The same evaluation system is maintained. The only significant change concerns the examination format, which will be online (through platforms such as ILIAS or Google Form) and test-type (with a penalty for errors). During the exam, and at any time, students can be asked to identify themselves through "Google Meet" (camera and microphone). If you do not have a computer, you can request identification via your mobile phone, also using the "Google Meet" program.

For those students who may experience connection difficulties or any other technical issues while taking the exam, it is planned that they will take an oral incident test (short questions) by video conference on an alternative date. This option is less demanding from a technical point of view, as it does not necessarily involve other programs (e.g. ILIAS) and allows that even if micro cuts are experienced during the video call the connection can be resumed to facilitate the evaluation process. With regard to the use of video conferencing, and in accordance with the guide for the Adaptation of Teaching and Assessment approved by the Governing Council (20 April 2020) and the document sent by the General Secretariat on the Adaptation of the Recommendations of the CRUE regarding the regulatory impact of on-line procedures (22 April 2020), students will be informed of the following legal text, in Virtual Teaching, as well as before the test is carried out:

#### **1. ENSURING TRANSPARENCY AND SAFEGUARDING RIGHTS**

On the occasion of the temporary suspension of the face-to-face teaching activity at the University of Jaén, the conditions of use of the videoconferencing application to be used next are informed:

1. The session will be recorded in order to facilitate the student, later, the review of the exam. 2. It is recommended that attendees deactivate and disable the camera on their device if they do not want to be visualized by the rest of the participants (in the case of a group video conference). Likewise, it will be necessary to inform the family or people with whom you live so that they do not access the recording and viewing environment of the test, in order to preserve their privacy. 3. It is forbidden to capture and/or record the session, as well as to reproduce or broadcast it, in whole or in part, whatever the means or device used. Any improper action will result in a violation of the regulations in force, and the relevant legal responsibilities may be derived. 4. The University of Jaén does not assume any responsibility whatsoever in the case of

The above recommendations have been addressed.

5. Similarly, in the event that the above considerations are not taken into account, it will not be possible to take the assessment test. 6. The use of the recordings shall be strictly limited to the purposes of the evaluation, and shall not be used for any other purpose. 7. The recordings shall not be transferred to

third parties who do not have competence in the evaluation process of the particular group of students concerned.

## 2. DATA PROTECTION CLAUSE

Person in charge of the treatment: Universidad de Jaén, Campus Las Lagunillas, s/n, 23071 Jaén  
Delegate of Protection of Information: dpo@ujaen.es Purpose: According to the Law of Universities and other state and autonomous legislation in force, to carry out the examinations corresponding to the subjects in which the student is registered. In order to avoid frauds when taking the exam, the exam will be taken by video call, and the personnel of the University of Jaén will be able to contrast the image of the person taking the evaluation test with the photographic files of the student at the time of registration. Likewise, in order to provide the assessment test with evidential content for revisions or challenges, in accordance with current regulations, the assessment test will be recorded. Legitimacy: compliance with legal obligations (University Law) and other state and regional regulations in force. Addressees: service providers who are the owners of the platforms where the tests are carried out and with whom the University of Jaén has signed the corresponding data access contracts. Storage periods: those established in the applicable regulations. In the specific case of the recordings of the exams, until the final minutes are closed and the evaluation test can be reviewed or challenged. Rights: you can exercise your rights of access, rectification, cancellation, opposition, suppression, limitation and portability by sending a letter to the postal or electronic address indicated above. In the event that you consider that your rights have been violated, you may file a complaint with the Andalusian Council for Transparency and Data Protection [www.ctpdandalucia.es](http://www.ctpdandalucia.es)  
There are no plans to record students during exams or virtual class sessions, but if they do so for exceptional reasons, they will be subject to the regulations established by the University of Jaén for this purpose and to the general laws governing such cases.

## 5. TEMPORAL PLANNING

(Please describe the changes introduced with regard to the original teaching guide)

No changes from the original teaching guide.

## 6. RESOURCES AND FACILITIES

(Please describe the changes introduced with regard to the original teaching guide)

Se utilizarán los recursos de evaluación virtual de la Universidad de Jaén. El principal cambio se refiere al uso de herramientas no contempladas inicialmente para la realización de exámenes (Plataforma ILIAS o Google Form), así como para atender a la resolución de dudas (“Google Meet” y correo electrónico).

**Institution in charge of data processing:** Universidad de Jaén, Campus Las Lagunillas, s/n, 23071 Jaén

**Data Protection Delegate:** [dpo@ujaen.es](mailto:dpo@ujaen.es)

**Purpose:** In accordance with the Universities Law and other national and regional regulations in force, carrying out exams and assessment tests corresponding to the courses students are registered in. In order to avoid frauds while sitting the exam, the exam will be answered using a videoconference system, being able the academic staff of the University of Jaén to compare and contrast the image of the person who is answering the exam with the student's photographic files. Likewise, in order to provide the exam with evidential content for revisions or claims, in accordance with current regulation frameworks, the exam will be recorded and stored.

**Legitimacy:** compliance with legal obligations (Universities Law) and other national and regional regulations currently in force.

**Addressees:** service providers who are the owners of the platforms where the exams are carried out and with whom the University of Jaén has signed the corresponding data access contracts.

**Storage periods:** those established in current in force regulations. In the specific case of exam videoconference recordings, not before the examination records and transcripts are closed or the exam can still be reviewed or challenged.

**Rights:** you can exercise your right of access, amendment, cancellation, opposition, suppression, limitation and portability by sending a letter to the postal or electronic address indicated above. In the event that you consider that your rights have been violated, you may submit a complaint to the Andalusian Council for Transparency and Data Protection [www.ctpdandalucia.es](http://www.ctpdandalucia.es)

**Coordinator's approval**

**Date 23 April 2020**