

# Human-Computer Interaction and Usability Studies INFM372.1W1T (Tuesday meetings on Zoom starts at 6 pm)

# **University COVID-19 update**

Spring 2022 Session II (January, 10 – March, 7 2022) Synchronized online live meetings on Tuesday evenings starting at 6:00 pm – 8:00 pm(the class ends time varies for each week, please refer to the direct instructional activity session for detail)

Syllabus, Background Information, and Grading Policies

#### **INSTRUCTOR CONTACT INFO**

Instructor: Feng Liu Ph.D.

Professor of Informatics, Program Coordinator for B.S. in IT and Informatics, B.S. in Software Application

Development and HCI

To learn more about Dr. Liu: https://professionaladvancement.mercer.edu/meet-the-faculty/feng-liu/

Email: Liu\_F@Mercer.edu Phone: 6785476046

Zoom link: http://mercer.zoom.us/j/6785476046

Please expect a response in 24 hours for emails and phone messages during weekdays

**Office Hours:** Mondays, Tuesday, and Friday from 10:00am - 2:00 pm, Wednesday and Thursday appointment only. Please make an appointment ahead of time for all individual meetings. Zoom meeting ID: 6785476046

#### **IMPORTANT DATES**

First Day of Class: Jan. 10 Martin L. King Holiday: Jan 17 Last Day for Drop/Add: Jan. 18

Last Day to Withdraw or Resign: Feb. 12 Last Day of the class session: March 7

# **Prerequisites for Taking an Online Course**

An online course provides students with flexibility. An online course requires that you work on your own or as part of a virtual group at a computer. In order to be successful in an online course, you must:

- Manage your time effectively and efficiently;
- Take increased responsibility for your learning;
- Be willing to seek help from your instructor when needed;
- Regularly log in to the online course;
- Fully engage in online learning activities;
- Be self-motivated;
- Be willing to learn independently.

In addition to the above, you should also ensure that you have a quiet learning space to conduct synchronized

class meetings, completing your online work, and collaborating with others in a virtual environment. Although you do not have to come to school, these class meetings are all real-time synchronous live meetings with Zoom. This type of activity requires that you be online with high-speed internet to ensure smooth communication (audio/video). Also, choose an area free from distraction and noise so that you can effectively engage with others in the online learning environment.

#### **COURSE DESCRIPTION:**

Prerequisites: INSY102; LBST 175, 180 or equivalent; PSYC 111.

This course explores how people interact with computers during computer operation and software task performance. Students will examine cognitive, physical, and social characteristics that affect how one approaches computer use and apply that knowledge to effective computer system design. Students will work on both individual and team projects to design, implement, and evaluate computer interfaces. This course is open to students from all disciplines.

#### **Student Learning Outcomes:**

Students will be able to:

- (1) Demonstrate an understanding of the varying approaches used in human-computer interaction research.
- (2) Identify the characteristic effects of both good and bad computer application design features.
- (3) Describe known environmental and cognitive impacts on the dynamics of human-computer interaction processes and determine effective ways to measure those impacts.
- (4) Develop a usability study questionnaire for use in evaluating the effectiveness of a specific computer application.
- (5) Extend course content to include consideration of newly developed digital interfaces, including the "smartphone" and the automobile.

#### **REFERENCE TEXTBOOK:**

Dix, Finlay, Abowd, and Beale; Human-Computer Interaction, Third Edition; Pearson Prentice Hall, 2004. **Norman; The Design of Everyday Things**; Basic Books, 2013. (Read the entire book.) Usability study guideline <a href="http://www.usability.gov/">http://www.usability.gov/</a>

Additional reading material will be assigned during the class

#### **HARDWARE / SOFTWARE NEEDS:**

A portable drive, a Dropbox account, or any other cloud account for storage.

Software packages: any document processing application and any graphics processing tools, use wireframe tools and FTP apps. Each student has an account to access our application server to publish their site.

Hardware: Each of the students will be assigned an account to submit their assignment and project to infm.mercer.edu. You will receive the server access information from Yiming Li (<u>Li Y@Mercer.edu</u>), informatics program system manager. To access the remote server, students need to have a computer at home and have high-speed internet access.

Other software applications/hardware all our meetings will be held as a synchronized meeting. Please learn more about Zoom, the platform for the meetings:

Join from PC, Mac, Linux, iOS or Android: https://mercer.zoom.us/j/6785476046

Join with iPhone one-tap: +16468769923,,6785476046# or +16699006833,,6785476046#

Or Telephone: +1 646 876 9923 or +1 669 900 6833 Meeting ID: 678 547 6046

**Zoom**: Start to learn Zoom from here. Must have a tested headset with microphone and speaker for class interaction and communication. If you have never use Zoom before, please contact the instructor to test the meeting platform before week one class (10/12/2019). Web camera (optional)

#### **DIRECT INSTRUCTIONAL ACTIVITIES:**

synchronous Lectures (synchronous Zoom meeting starts at 6:00 pm) 2 hours per week

In-Class/Online lectures, Discussion, exams, assignment and project work 2 hours and 45 minutes per week

#### **GRADING SYSTEM:**

Class participation – attending zoom meetings: 80 points

UX Journal on blog: 60 points (10 points per week)

Projects: due by a week after it was assigned. 760 points

Project peer review: 100 points (Due 8th week)

\* Due to this course is a project-oriented class and students can always come back to update the project with new knowledge learned each week. Students will be given weekly feedback/comments on the project progress. However, the updated project might be graded until the last class. It is the student's responsibility to contact the instructor for an up-to-date grade if he/she has any questions on it.

\*NOTE: A student should expect an average of 10-15 hours per week out of class time to work on the assigned projects.

#### **Grade policy:**

- 1. Students are expected to do their own work and conduct themselves in an ethical manner.
- 2. Each student has been assigned an account in INFM server. Please contact Yiming Li (Li\_Y@mercer.edu), informatics system manager, for access information.
- 3. Project assignments should be published on the instructed server (infm.mercer.edu) under your account.
- 4. The ability to successfully publish your project /assignment as a web format on infm server is part of the evaluation. All the project assignment should be viewed from here:

  http://infm.mercer.edu/infm372/2022 sp1/, which will be your landing page.
- 5. All the projects have to be tested by at least Google Chrome.
- 6. Only the project successfully access from your landing page will be graded.

#### **Grading Scale:**

A = 900 - 1000, B + = 850 - 899, B = 800 - 849, C = 750 - 799, C = 700 - 749, D + = 650 - 699, D = 600 - 649, F = 599 and below.

#### **Grading Standards:**

- An "A" will be awarded for work far exceeding the minimum expectations of the assignment. Students must demonstrate superior skill, thoroughness, initiative, independence, and creativity.
- A "B" indicates an above-average mastery of the subject matter. Some creativity and initiative must be evident.
- Grades of "C" or "S" indicate student achievement of basic assignment or course objectives.
- A "D indicates inability to meet all basic expectations. Nevertheless, the student has demonstrated sufficient expertise to avoid a failing grade.
- An "F" indicates substantial inability to grasp assignment or course subject matter and objectives.
- Incompletes will not be awarded unless student has a valid reason for not completing required work during this Session. It is the student responsibility to request in writing to the instructor and express that he or she is willing to do additional work prior to the end of the next Session and receive a complete grade. With all the above condition met, the instructor may consider to give an Incomplete (IC) based on how much work the student has been done.

#### **PROJECTS and Grading Rubrics**

Approximately totally of 5 projects will be assigned:

**Project 0: Landing page (100 points)** 

- Who you are
- Your image/photo
- About you
- Link to your online Journal site of UX observation
- Link to Project 1: Evaluation: Comparison of two travel site
- Link to Project 2: User interview

- Link to Project 3: Storyboard
- Link to Project 4: Prototyping
- Link to Project 5: Usability testing
- Link to Final project

# Project 1: Evaluation: Comparison of two sites (160 points - Due by week 3)

- 5 problems on each site; (40 points)
- Screen shoot; (40 points)
- Design analysis; (40 points)
- How to improve; (40 points)
- includes at least one hand drawing sketch and the explanation of why your design can improve the UX

#### Project 2: User interview (100 points - Due by week 2)

- A recording of the interview with project client/user
- Interview script including questions

#### Project 3: Storyboard (100 points - Due by week 4)

• B/W hand drawing of the scenarios to the satisfaction

# **Project 4: Prototyping (100 points - Due by week 5)**

- B/W hand drawing
- Prototypes
- Interactive prototypes

# Project 5: Usability testing (100 points - Due by week 6)

- Build usability testing questions and survey
- Repeating Testing

### Final Project and presentation in an online meeting (100 points - Due by week 8, before class)

- Needs finding/interview; (20 points)
- Existing research; (20 points)
- Current site/app analysis; (20 points)
- Redesign recommendation; (20 points)
- Peer evaluation (20 points)
- 1. All work has to be original from you.
- 2. You should always save you files either on your Memory Key, virtual desktop [INFM372] folder, cloud storage like Dropbox or an email. Make sure you have an extra copy of your code on your home machine.
- 3. All your assignments and web project should be uploaded to infm.mercer.edu sever and can be accessed by your landing page, which you created in your landing page project.
- 4. Only project can be access from the landing page will be graded.

# **UX Journal on Blog:**

- Refer to the 8 week schedule on the end of this syllabus and follow the instruction and create a blog for the

weekly journal.

- Post weekly reading summery or UX observation to the journal
- Weekly journal post due before the next week and the past due post will not be grade.

#### OTHER STUDY RESOURCES:

Please visit this website to find out student resources: <a href="https://professionaladvancement.mercer.edu/student-resources/">https://professionaladvancement.mercer.edu/student-resources/</a>

Contact the IT Help Desk if you are unable to access your online course or email, or if you are having technical difficulties or problems with your browser or Canvas. Call Mercer's IT Help Desk: Macon (478) 301-7000 or Atlanta (678) 547-8989 or Email the IT Help Desk at helpdesk@mercer.edu

#### **CLASSROOM POLICY:**

#### Attendance:

For synchronous class, each of the students' needs to report the instructor in the first week class which day he or she has to miss the class. Regular class attendance, which in Zoom meeting format at this time, is the obligation of each student enrolled in the College. The technical and comprehensive nature of the course material mitigate against excessive absence. Students who MUST miss any classes or lab session due to work, illness, or other valid reason should contact the Professor prior to the missed class or lab session.

#### **Behavior in Class:**

Any acts of classroom disruption that go beyond the normal rights of students to question and discuss with instructors the educational process relative to subject content will not be tolerated, in accordance with the Academic Code of Conduct described in the Student Handbook.

While participating in an online chat or journal posting, it is important to remember that you are engaged in an academic learning activity. This differs greatly from an online social environment with people you know very well. Do not assume that everyone is familiar with acronyms, abbreviations and emoticons used in electronic communication. Here is a link to a source for generally accepted behavior in an online academic environment: http://www.albion.com/netiquette/corerules.html

#### Plagiarism:

Acts of plagiarism will be considered a serious offense when evaluating all student work. If you have any questions as to what constitutes plagiarism, please ask the Professor. As a rule of thumb, remember this phrase: "When in doubt, write it out." If you are unsure about your content, give credit to all possible sources. Your work must be in your words.

Students shall be guilty of violating the honor code if they:

Represent the work of others as their own; Use or obtain unauthorized assistance in any academic work; Give unauthorized assistance to other students; Modify, without instructor approval, an examination, paper, record, or report for the purpose of obtaining additional credit; All assignments are individual project, same copy of homework with different name will be treat as cheating. Misrepresent the content of submitted work, etc.

# Hacking:

The practice of "hacking" (breaking into someone's computer system) is well documented. You may see many examples of this practice in your readings and discussions during this course. Please bear in mind, however, that hacking is a serious offense and is treated as such by any entity whose systems have been compromised. UNDER NO CIRCUMSTANCES IS IT WARRANTED for a student, out of curiosity or malicious intent, to break into anyone's computer system. Do not attempt to do so. Violators of this policy will face severe legal consequences.

#### Academic integrity.

Mercer University strives to be a Community of Respect that includes respect for academic integrity.

It is required and expected that all of the work you contribute to this course is your own. Plagiarism-detection software may be used to authenticate your contributions in discussion boards, assignments, journals, blogs, and wikis. A lock-down browser may be used to ensure that you do not navigate outside of an exam screen. Proctoring services or devices may also be used during exam sessions to authenticate your identity. Students should not share their access information to their online course with anyone. If using a public computer, always be sure to log out of your accounts after you are finished.

Students operate under an honor system and will exhibit the values of honesty, trustworthiness, and fairness regarding all academic matters. Students, faculty, and staff are expected to report any violations in the forms of, but not limited to, cheating, plagiarism, and academic dishonesty to the honor council appropriate for their campus and program.

Procedures related to Honor Systems and Academic Integrity are outlined in the specific handbooks for each campus and can be found on the Provost website at <a href="http://provost.mercer.edu/handbooks">http://provost.mercer.edu/handbooks</a>

#### **DISABILITY PROCEDURES:**

Students requiring accommodations or modifications for a disability should inform the instructor at the close of the first class meeting or as soon as possible. The instructor will refer you to the ACCESS and Accommodation Office to document your disability, determine eligibility for accommodations under the ADAAA/Section 504 and to request a Faculty Accommodation Form. Disability accommodations or status will not be indicated on academic transcripts. In order to receive accommodations in a class, students with sensory, learning, psychological, physical or medical disabilities must provide their instructor with a Faculty Accommodation Form to sign. Students must return the signed form to the ACCESS Coordinator. A new form must be requested each semester. Students with a history of a disability perceived as having a disability or with a current disability who do not wish to use academic accommodations are also strongly encouraged to register with the ACCESS and Accommodation Office and request a Faculty Accommodation Form each semester.

Atlanta, Douglas, Henry & Newnan, for additional information please contact Richard Stilley (stilley\_r@mercer.edu), at (678) 547-6823 or visit the ACCESS and Accommodation Office website at http://atlstuaffairs.mercer.edu/disability-services.cfm

The ACCESS Coordinator for Macon Campus, Macon, and Savannah RACs is Katie Johnson, Director and ADA/504 Coordinator.

Phone: (478) 301-2778; email: johnson\_kc@mercer.edu

Website: http://www.mercer.edu/disabilityservices

#### Zoom guideline

#### Notification of Course Recording

Course instruction may be recorded using Echo360 or Zoom and will only be available to students registered for the course who need accommodation. Such recordings may include your name, likeness, and participation in class. Recordings of instructional activities will be used solely for class purposes by the instructor and students enrolled in this course during the current semester. Course recordings may not be reproduced or shared in any way (including electronically or posting in any web environment) with those not in the class in this semester.

#### Online Audio/Video Requirements

This course will include online sessions delivered via synchronously via Zoom. You must have appropriate internet access, and audio and video capability on your computer for participation. Class protocol requires that your audio remain on mute unless you are responding to the instructor or addressing course participants. Your video must be < insert enabled or disenabled> during such video sessions. As with in-person class, online sessions are an extension of the classroom, you must ensure that your username, demeanor, dress, and background are appropriate.

# **Zoom Office Hours**

Virtual office hours will be conducted synchronously via Zoom. During Zoom office hours you must follow appropriate protocols in terms of audio muting and video enabling as directed by the instructor. Zoom sessions are a professional environment, you must ensure that your username, demeanor, dress, and background are appropriate.

#### **COURSE EVALUATION**

You will receive an email from the College of Professional Advancement with a link to the online course evaluation. You can also access the evaluation through MyMercer.mercer.edu. Please participate in the course evaluation. Your feedback is important to me and to the College.

#### 8-WEEKS' TENTATIVE SCHEDULE:

### Week1:

- 1. Getting familiar with Zoom meeting.
- 2. Getting familiar with the how to access the web server (instruction click here) and application server (instruction click here)
- 3. Review infm.mercer.edu virtual desktop to access software packages and briefly introduce other way of build website.
- 4. Create a course blog page for your weekly Online UX Journal. Set up a blogger here.
- 5. Demonstrate the creation of the landing page.
- 6. Join Mercer UX club.

#### Week1 homework:

- 1. Complete your personal blog
- 2. Read usability Basic of User Experience and Methods sections on http://www.usability.gov/
- a. Post your reading summery to your weekly Journal.
- 3. Interface capturing Start to capture the interface interesting or confuse you and post them with 2 -3 sentence of explanation to your blog so that you can build a database of the UX at the end of the class (at least 5 capture per week)
- 7. Complete your basic landing page. Refer to the check list of the landing page in Grade Rubric area of Project 0.
- 8. Complete Project 1: Heuristic Evaluation

#### Week2:

1. Q&A about building landing page

- 2. Lecture on user interview and needs finding.
- 3. Read usability User research sections on http://www.usability.gov/

#### Week2 homework:

Complete Project 2: User interview.

- 2. A sound file needs to be submitted into the server. (needs finding)
- 3. An interview question script should be submitted by link it to your landing page.
- 4. Completed the peer review of two other classmate work. A google doc will show whose work is available to review.
- 5. For a web/ mobile development project, you may refer user/task analysis questions here. Of course you are not limited to whose questions.

#### Week3:

- 1. Q&A on user interview and needs finding;
- 2. Lecture and discussion on how to create scenarios and build the storyboard.

#### Week3 homework:

- 1. Project 3: Storyboard
- 2. Post what you learn from the reading assignment to your weekly Journal and continue to build your UX DB.
- 3. Create a storyboard with paper and pen and scan them as an image file and submit to landing page with a description of each images of the storyboard.
- 4. Completed the peer review of two other classmate work

#### Week4:

- 1. Q&A on storyboard project
- 2. Lecture on prototyping

#### Week4 homework:

- 1. Completing Project 4: prototyping
- 2. Using any presentation software to design the prototyping with the grid
- 3. Submit paper prototype or video prototype
- 4. Continuing updating your UX DB
- 5. Completed the peer review of two other classmate work

#### Week5:

- 1. Review the submitted prototypes;
- 2. Lecture on input device interaction and design wireframe with grid

#### Week5 homework:

- 1. Post what you learn this week about multimedia components to your weekly Journal.
- 2. Online Team meeting (Zoom): meeting should produce the following items:
- a. What is the team project org. is about?
- b. User and task analysis
- c. Storyboard
- d. Prototype of the team project org
- e. Post the above results to both team member's landing page
- 3. Completed the peer review of two other classmate work

#### Week6:

- 1. Q&A on week 5 topic
- 2. Lecture: Demonstrate of eye tracking system and how does it apply to UX

#### Week 6 homework:

- 1. Project 5: Usability testing
- 2. Design and submit the usability study survey on your project to the landing page
- 3. Define the measurement
- 4. Usability data collection
- 5. Using Eye Tracking System to collect data is optional. schedule an appointment to meet the professor for accessing the Eye-Tracking System in week 7.
- 6. Online Team meeting (WebEx): working on the team project

#### Week7:

- 1. Q&A on any topic we covered
- 2. Peer review all due
- 3. Review the working-in-progress from students.

#### Week 7 homework:

- 1. Complete all links from landing page for review
- 2. Online Team meeting (WebEx): working on the team project and finalize team project.
- 3. Submit the Team project usability study report.

#### Week8:

- 1. Presenting all projects and your UX sample database to the class *Week 8 homework:*
- 2. Everything needs to be submitted for grading by week 8 midnights.

# University Health and Safety Protocols for the Spring 2022 Semester Syllabus Statement for All Students

Office of the Provost 478-301-2110

Campus Health's 24/7 COVID-19 Hotline 478-301-7425

# The Pledge

All students are expected to commit to the following pledge:

I pledge to protect myself and others by following the safety guidelines put forth by the University.

**I pledge to protect myself and others** by reporting immediately to the Campus Health COVID-19 Hotline (478-301-7425) if I become symptomatic of COVID-19. I pledge to test for COVID-19 as directed by the University and isolate until cleared by Mercer Medicine if I test positive for the coronavirus.

**I pledge to protect myself and others** by respecting the rights of others and acting responsibly to reduce the spread of COVID-19.

Students are expected to monitor and adhere to all policies and guidelines pertaining to COVID-19 found on the <u>University's COVID-19 website</u>.

Violations of these policies may include but are not limited to the following:

- A review of the University's student code of conduct charges
- Removal of a student from a particular University activity
- A registration hold on a student's account
- Deactivation of a student's Bear Card
- Dismissal from class
- A review of the standards of professional conduct penalties (by academic program)

Violations of any policy should be reported immediately to

- o the Student Affairs professional in your academic area;
- o the Office of Student Affairs (Macon 478-301-2685 or Atlanta 678-547-6823);
- o the Director of Regional Academic Center Operations, Mr. Scott Mahone, at 678-547-6551 (for Center students); or
- o Mercer Police (Macon 478-301-2970 or Atlanta 678-547-6358).

# What You Need to Know

In order to promote safe campuses, students are required to follow these COVID-19 protocols:

- As COVID-19 conditions evolve, the University will post updates on our <u>COVID-19 website</u>. Also, please continue to check your Mercer email frequently for important messages.
- All students, employees, and guests are required to wear masks on campus in indoor common areas.
  - Masks are not required while individuals are eating, drinking, exercising, or working or studying alone. Residential students in their own rooms without guests are not required to wear masks.
  - The University does not require masks for individuals in outdoor settings. Consider wearing a mask in crowded outdoor areas.
  - Masks must have two or more layers of breathable fabric and completely cover your nose and mouth. Your mask must fit snugly against the sides of your face without gaps, and you should choose a mask with a nose wire along the top of the mask to prevent air leakage. Masks with vents or exhalation valves, folded bandannas, gaiter masks, and knitted masks are not allowable. If wearing a face shield, you must also wear a mask of two or more layers of breathable fabric that completely covers your nose and mouth. Any branding, decoration, or labeling on masks must be appropriate to the professional University setting.
  - Masks may pose a safety hazard or insufficient protection in some labs, clinical environments, and industrial settings. Your instructor will provide you proper guidance in these settings.
  - An individual with a disability that impacts their ability to wear a mask may request a reasonable accommodation. Students should contact the Access and Accommodations Office at https://access.mercer.edu/students/new to apply for accommodations.
  - Under no circumstances should a student, faculty, or staff member initiate a verbal or physical altercation to force compliance with the mask policy. Reporting of noncompliance to the appropriate personnel is sufficient.
- If you are <u>symptomatic of COVID-19</u>, regardless of vaccination status, you cannot attend inperson classes, labs, orientations, clinical/field experiences, other on-campus activities, or employment on campus. You should immediately call Campus Health's COVID-19 Hotline at (478) 301-7425 for a testing appointment during regular business hours or get tested immediately at an off-campus location.
- If you are <u>asymptomatic</u> and would like to get tested, go to <u>go.mercer.edu/covidappt</u> to schedule an appointment at the Macon or Atlanta Campus Health Center.

There have been changes to insurance coverage for COVID-19 testing. As a result, Mercer Medicine will bill your insurance company for COVID-19 testing if you are symptomatic or have been exposed recently to someone who has tested positive for COVID-19. If you are tested for other reasons, you will be required to pay \$90 at the time of testing.

- Testing locations:
  - Macon Campus Health Center, Drake Field House, Macon Campus
  - o Atlanta Campus Health Center, Sheffield Building, Atlanta Campus
  - Savannah Memorial University Medical Center, Savannah Campus (Drs. Shelly or Baxter)
  - o Columbus Mercer University School of Medicine, Columbus Campus (Dr. House)

- Henry and Douglas Counties Contact the Provost's Office at <a href="mailto:provost@mercer.edu">provost@mercer.edu</a> for a list of testing facilities near the Mercer centers.
- Mercer Medicine accepts off-campus PCR test results and <u>positive</u> antigen test (known as rapid) results from reputable testing facilities.

Mercer Medicine does NOT accept

- o <u>negative</u> antigen (rapid) test results;
- o home test results; and
- o antibody test results.
- All students must provide off-campus, positive COVID-19 results to Campus Health at mytestreport@mercer.edu. In the subject line of the email, type "Macon Test" (for Macon, Savannah, and Columbus students) or type "Atlanta Test" (for Atlanta, Henry, and Douglas students). Be sure to include your full legal name and Mercer ID in the body of the email.
- If you have a health or other disability-related reason that would warrant a reasonable accommodation with respect to <u>COVID-19 testing</u>, please contact the Office of the Provost at <u>provost@mercer.edu</u> or 478-301-2110.
- As you remember, the University discontinued mandatory surveillance testing during the fall semester. If mandatory surveillance testing is reinstated, you will be informed of the requirement via your Mercer email and the University's COVID-19 website. The University will cover the cost of surveillance testing.
- If you test at the Campus Health Center and test <u>positive</u>, a Campus Health staff member will call you from a Mercer phone number with the positive results. If you are a residential student, a staff member from the Housing office will also contact you regarding isolation.

With <u>negative</u> results, you will receive an email in your Mercer email account.

- Do not submit COVID-19 results directly to faculty, the Dean's Office, or Student Affairs for COVID-related, excused absences. All COVID-related absences must be processed through Campus Health and the Office of the Provost. Faculty are then notified of a student's COVID-related, excused absence(s).
- Faculty are required to provide academic accommodations to students who are in isolation after either testing positive at the Campus Health Center or submitting off-campus, positive test results to Campus Health at <a href="maytestreport@mercer.edu">mytestreport@mercer.edu</a>. If a symptomatic student has tested and is awaiting results, the student must isolate and be provided academic accommodations during this brief isolation period.
- You must be cleared from isolation by Campus Health/Mercer Medicine before you can return to campus.

myvaccine@mercer.edu. Type your full legal name and Mercer ID in the subject line of temail.					