

**POLITICAL ECONOMY DISCUSSION CLASSES 2019/2020
– CONTINUATION AND NEW RULES**

Dear Students,

In the special situation that has occurred at the University of Warsaw from yesterday (Order of the Rector of the University of Warsaw No. 50 of 10/03/2020), I am sending you information regarding further organization of the Political Economy discussion classes. These rules apply from the moment of announcement, i.e. from classes next week. It is in the interest of all of us to minimize the need to extend classes beyond the regular semester so I ask for your cooperation.

The scope of the classes and the list of mandatory readings, as well as the classes schedule remain unchanged (see: <http://www.ekonomiapolityczna.wne.uw.edu.pl/index.php/pracownicy/kmetelska/political-economy>). As recommended by the university and Faculty authorities, classes will be held using online tools. In such conditions, presentations or discussions must take a slightly different (and probably less attractive) form but with today's technology they are not impossible :-)

Here are the details:

1. Short tests:

On the day of each class, the short test question will be sent to you by e-mail at the time that classes normally start (i.e. each Wednesday starting on 18.03 at 9:45am). You should provide your answer to the question by sending a reply to this email. Please work individually and do not copy the text of the reading. The response time limit is 30 minutes.

2. Papers:

The electronic versions of written papers (in pdf format) should be sent to me by e-mail on the day of your presentation at 9:45am at the latest (there is no requirement to submit the paper version).

3. Presentations:

On the day of your presentation, please send me the complete slides (best in pdf format) and a recording (video) of you presenting. It is sufficient if you make the recording using your mobile phone, so long as its quality allows me to evaluate the content of the presentation and the presentation method. If the slides are not visible on the recording, please mention when you move to the next slide so that I can watch the recording in sync with the slides. The file with the recording will probably be too large for emailing, so please use the well-known methods of sharing large files (e.g. Google Drive, Dropbox, Wetransfer.com).

4. Comments

As with the presentation (see above).

5. Discussion:

We will conduct discussions using an e-learning platform (chat). This chat will be open during the time when classes normally take place, after the short test is completed, for 30 minutes or longer if the discussion persists (i.e. on Wednesdays from 10:15am to 10:45am or 11:15am at the latest). By next Tuesday I will let you know which platform we will use and how to log in.

Generally, if at some point in time a handy e-learning platform becomes available, I may announce shifting other element of our activity and/or communication to this platform (not only discussion). In principle, this will also assume your participation at the time when classes are normally scheduled (i.e. on Wednesdays at 9:45am).

Of course, we cannot rule out technical problems. Please do your best (as I will do mine) to minimize their occurrence. However, if they do occur, please report them to me as soon as possible by email and I will propose solutions. When sending any e-mails that should be sent within the above-mentioned deadlines (papers, presentations, comments until the start of the class; answers to short test questions within 30 minutes of the start of the class), please state the sending time in your email next to your signature (this will help us resolve problems with delayed delivery of messages).

Justification of absence from the online classes based on a declaration of poor health condition will still be recognized. Please send this information by e-mail to me, if possible before the classes in which you will not participate. You can then make up for the short test that you missed according to individual arrangements with me.

Scoring rules for classes and the individual elements composing the total score remain unchanged.

These rules are also available on our course website:

<http://www.ekonomiapolityczna.wne.uw.edu.pl/index.php/pracownicy/kmetelska/political-economy>

If you have questions or concerns, please contact me by email.

Katarzyna Metelska-Szaniawska