

13 March 2020

Dear students,

Due to the temporary closure of face-to-face classes at the University of Latvia, the courses “Information Technology Law in the Global Society” and “Combating Corruption” will be moved temporarily to an online format. As you know, there are already course websites for each course: <https://itlawcourse.online> and <https://corruptioncourse.online>. Please check your course website on a daily basis for updates.

Virtual Classes via Video Conference on GoToMeeting. During the period of online instruction, instead of holding face-to-face classes in Auditorija Septiņi, I will hold live classes online using the videoconferencing application **GoToMeeting**. GoToMeeting is simple to use, and my account can accommodate up to 250 users in each session.

Joining a Virtual Class by Videoconference. You can download the GoToMeeting app for your smartphone or tablet at no cost from both the [Google Play Store](#) and from the [Apple App Store](#). Alternatively, if you wish to join the virtual classes with a laptop or desktop computer, you can simply direct your Web browser to <https://www.gotomeet.me/ssullivan>. When joining a virtual class, if you are asked for an Access Code or Meeting ID, you should enter the following: **415-742-405**.

To join a virtual class, you only need an Internet connection. Ideally, if you can use a headset or earbuds with a microphone, this will make it easier for you to hear and participate fully in the classes. I will record the virtual classes. Afterwards, I will post a link on the course website where students can review the recording.

Practice Video Conference Sessions. If anyone wants to try GoToMeeting before our next class, I will hold four optional practice video conference sessions which you may but are **not required** to join to practice using the app and asking questions. The dates and times of these practice sessions are as follows:

Friday, 13 March 2020 at 17:00
Saturday, 14 March 2020 at 10:00
Sunday, 15 March 2020 at 10:00
Monday, 16 March 2020 at 17:00

The practice sessions are intended simply to allow you to become familiar with GoToMeeting. I will not present lectures during the practice sessions but will try to answer questions if anyone has them. If you are already familiar with GoToMeeting, you do not need to attend any of these practice sessions.

Regularly Scheduled Online Lectures. Our lecture classes will be held at the regularly scheduled times at <https://www.gotomeet.me/ssullivan> or using the smartphone apps described above. Therefore, we will hold virtual classes as follows:

Information Technology Law in the Global Society: Tuesdays at 10:30
Combating Corruption: Wednesdays at 16:30

Consultations with the Instructor. Some of you have asked to meet with me to discuss questions about the course or about the optional research papers. If you would like to meet with me, please let me know via email, and I will be happy to arrange a virtual meeting via GoToMeeting, or you can call me at +371 2612 9290.

Mid-Term Exams. Some of you have already asked how the Mid-Term Examination will be administered, since it is scheduled for the period when face-to-face classes are suspended. At the moment, I do not have specific information about how the university wishes to handle this issue. However, I want you to know that I will be as flexible as possible in ensuring that no one is unreasonably burdened by the extraordinary circumstances we are all experiencing.

Contact Me. I will do my best to ensure that our courses are not disrupted. If you need to contact me for any reason, please don't hesitate to do so.

Conclusion. I hope that everyone stays safe and healthy during this challenging time. If we work together, I am sure that we can make this period a productive and highly educational experience.

Best regards,

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