



## Instructions for class attendance

### Attendance in Presence

1. Download the [#safety4all-UniT3](#) app for free from the Apple or Android app stores.
2. When using the app for the first time, log in with your university credentials. If you do not have them yet, you can use the esse3 username and password (the ones used to enroll). At the first login, you will be asked to confirm the Covid declaration, valid for the whole semester. Read it carefully and respect the rules.
3. Using the "Classroom and Calendar" button, select the day and classroom in which the lesson you are interested in takes place (the indication relating to the classrooms can be found on the lesson timetable).
4. Book the lesson you are interested in, paying attention to any specific indications of the course (they will be provided directly during the lesson or with specific notices) taking into account any shifts.
5. When you show up at the access door of the classroom, [scan the QRcode](#) and check that the application gives authorization to enter.
6. Take a seat in the positions indicated by a white dot.
7. If for any reason you decide not to attend a lesson you have booked, remember to cancel the booking.
8. If you show up for class without having booked, you can make the reservation on the spot and if there are still free seats, the app will give the green light to access. It is important that only students who have booked enter into the classroom, for the sake of traceability.
9. Those who do not have a smartphone must send an email with the reservation to [prenotazione.aule@amm.units.it](mailto:prenotazione.aule@amm.units.it) specifying their personal details, including the enrolment number, and must complete the [self-declaration of access to the university](#) (without university credentials to login, use [this pdf](#)).

The lectures' schedule is available on <https://ai.units.it/it/orario-delle-lezioni>

The lessons of the first year of Artificial Intelligence and Data Analytics are currently all in classroom 2A and 2B of building H3. Lessons in 2A are certainly already bookable in the app. We ask you to book a seat before in classroom 2A and if this is full, book in classroom 2B.

Warning, in these first few days the app may have some operating difficulties. We ask you for a little patience. However, it is essential to download it and log in with the university or personal esse3 credentials, in order to complete the covid self-declaration.



## Remote attendance

The remote frequency, synchronous and asynchronous, will be through the Microsoft Teams platform.

For synchronous attendance (streaming), you need to access the virtual classrooms available at: <https://corsi.units.it/didattica-a-distanza> with your university credentials at the scheduled time

If you do not yet have the university credentials, you can access the classrooms from the same link with a personal Microsoft Teams profile. You enter a waiting room and are admitted by the lecturer to the lesson.

Recordings of classroom lessons will always be available via Microsoft Teams by logging in with your university credentials. Please contact the teacher for more details.