For Course Instructors

Important Points Regarding Recording and Publishing Remote Classes (Interactive Communication Classes) Using ICT

- When recording online classes (interactive communication classes), please be sure to let the students know and obtain their consent in advance.

- When uploading recordings of online classes (interactive communication class), please be sure that students' faces are not shown. If they are shown, please be sure to obtain consent from all those whose faces are shown.

- When publishing videos on video-sharing sites, please pay careful attention to ensure that the videos do not infringe on copyrights and publicity rights or expose personal information.

- When making videos public, please make use of the privacy settings available on the video-sharing site to limit access to your videos.

- Links to videos are to be sent only to students who are enrolled in the course, with instructions to not forward them to others.

- Nagoya University Information Technology Center Media Studio's video broadcast service is also available for use. This service allows for the streaming of uploaded video files, but not the downloading of videos by the viewers. The privacy level can also be adjusted for each file through the settings (limit access to students who are enrolled in the course or to members of the university utilizing the NUCT, make available to the public, etc.)

- Please be mindful that video recording may prevent some students from speaking up freely.

These points of caution can also be viewed on the Institute of Liberal Arts & Sciences webpage below.
Institute of Liberal Arts and Sciences website →
Instructors' guide to teaching online for the first time (tips) →
Important Points Regarding Recording and Publishing Live classes   Link(Japanese only)