

ANNEX I

Addendum to the Course Syllabus *FINANCIAL STATEMENTS*

Academic year 2019-2020
(Date of approval by the Governing Council: 30 April 2020)

Due to the health crisis caused by the COVID-19, the teaching staff responsible for the courses have adapted the academic criteria in accordance with the guidelines of the Andalusian framework document on adaptation criteria of 11 April 2020 and the Guide for the adaptation of teaching and assessment at the University of Jaén to the exceptional situation caused by the Covid-19 during the academic year 2019-2020 (approved by the Governing Council on 20 April 2020). These addenda allow to document with evidence the contingency plans adopted and the dissemination and publicity measures established to students, teachers and society at large.

Degree(s): Bachelor's degree in Business Administration and Management

Joint Program(s) of Official Studies:

Course: Financial Statements Code(s): 11122019

Course coordinator: Cristina Ortega Rodríguez

Department/Centre: Financial Economics and Accounting/Faculty of Social and Legal Sciences

1. BRIEF DESCRIPTION OF CHANGES IN CONTENTS AND/OR COMPETENCES

(Please describe the changes introduced with regard to the original teaching guide)

There are no changes with regard to the original course syllabus.

2. CHANGES IN TEACHING METHODOLOGY

(Please describe the changes introduced with regard to the original teaching guide)

- Theoretical-practical classes during the usual schedule through: Google Meet video-tutorials and practical tutorials in PDF.
- Exercises with developed solutions and additional explanation.
- Virtual tutorials at the predefined schedule. For this, tools as the corresponding folder of the subject (ILIAS) and email are used.

3. CHANGES IN TRAINING ACTIVITIES

(Please describe the changes introduced with regard to the original teaching guide)

There are no changes with regard to the original course syllabus.

4. CHANGES IN ASSESSMENT METHODOLOGY

(Please describe the changes introduced with regard to the original teaching guide)

- Ordinary evaluation: the continuous evaluation system with final online exam is maintained through one of the platforms recommended by the University of Jaén.
- Extraordinary evaluation: online final exam through one of the platforms recommended by the University of Jaén.
- If the recording of images of the students were necessary for the evaluation:
The use of the recordings will be strictly limited to the purposes of the evaluation.
They will not be used for any other purpose, not admitting compatible uses without consent of the people concerned.
The recordings will not be transferred to third parties who are not competent in the process of evaluation of the specific group of students in question.

*The corresponding data protection clause is added at the end of this addendum.

5. TEMPORAL PLANNING

(Please describe the changes introduced with regard to the original teaching guide)

There are no changes with regard to the original course syllabus.

6. RESOURCES AND FACILITIES

(Please describe the changes introduced with regard to the original teaching guide)

Telematic resources will be required for non-contact teaching and assessment activities.

Coordinator's approval

Date

*DATA PROTECTION CLAUSE

Institution in charge of data processing: Universidad de Jaén, Campus Las Lagunillas, s/n, 23071 Jaén
Data Protection Delegate: dpo@ujaen.es

Purpose: In accordance with the Universities Law and other national and regional regulations in force, carrying out exams and assessment tests corresponding to the courses students are registered in. In order to avoid frauds while sitting the exam, the exam will be answered using a videoconference system, being able the academic staff of the University of Jaén to compare and contrast the image of the person who is answering the exam with the student's photographic files. Likewise, in order to provide the exam with evidential content for revisions or claims, in accordance with current regulation frameworks, the exam will be recorded and stored.

Legitimacy: compliance with legal obligations (Universities Law) and other national and regional regulations currently in force.

Addressees: service providers who are the owners of the platforms where the exams are carried out and with whom the University of Jaén has signed the corresponding data access contracts.

Storage periods: those established in current in force regulations. In the specific case of exam videoconference recordings, not before the examination records and transcripts are closed or the exam can still be reviewed or challenged.

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