

Technology failure lecture cancellation

Subject: [Course Name] Lecture Cancelled - Technical Difficulties - [Date]

Hello Everyone,

Unfortunately, we're experiencing major technical issues in [Lecture Hall/Building] that make it impossible to conduct today's lecture effectively.

The presentation equipment, lighting, and audio systems are all malfunctioning. Facilities management is working on repairs but cannot guarantee resolution before our class time.

I will send out a recorded video lecture covering today's material by [Time/Date]. Please watch it before our next class session.

See you on [Next Class Date].

Best,

Professor [Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/lecture-cancellation-notice>