

## Basic Medical Terminology II (General Medicine + Dentistry)

### Course requirements

#### STUDY MATERIALS

- 1) Study materials (handouts, presentations) are available in the interactive syllabus of the course in IS. These materials form an integral part of the course syllabus, containing exercises and explanations to the grammar covered in classes.
- 2) For additional exercising and drill of the studied concepts, ROPOTs are available in IS for each week. The exercises are available in the week they are designated for + the next week; after that they will be closed and will reopen only at the end of the semester before the examination period. Please, complete these exercises regularly on a weekly basis (You can complete the same exercise repeatedly, if necessary). You should submit at least 70% of these.

#### TESTING

TESTS	TEST DATES	TESTED KNOWLEDGE	PASS LIMIT	METHODS OF EVALUATION
Progress test 1	WEEK 5	comparison of adjectives, expressing position, Latin and Greek prefixes and suffixes	70%	Progress are designed to help students check their knowledge regularly. In case of failure, students do not have to resit the test. However, for each passed progress test, they get 5% bonus for the final exam. Since passing the final exam requires a comprehensive knowledge of all phenomena covered in classes, <b>students are strongly recommended to take progress tests and improve their chances of passing the final exam.</b>
Progress test 2	WEEK 9	word-compounding, Greek roots used in clinical terms	70%	
Final exam + Oral exam	<b>PRE-TERM:</b> WEEK 13 + exam dates during the exam period (exact dates will be specified three weeks before the exam period) <b>REGULAR EXAM DATES:</b> after dissections (from June 14)	all topics covered in the classes	<b>60%</b> if successful in both progress tests  <b>65%</b> if successful in one progress test only  <b>70%</b> if not successful in any of the progress tests	

#### ACCESS TO THE PROGRESS TESTS AND CREDIT TEST RESULTS:

- Results of the tests will be available to students in the IS Notebook.
- Test results will be given in percentage together with the pass limit.
- Students can consult their submitted tests with the teacher via email or ZOOM conversation.

## IMPORTANT!!

CHEATING IS NOT TOLERATED under any circumstances! Students' activities during completing of online tests will be monitored. If a student is caught cheating at a test, s/he automatically fails and consequences are drawn according to the study regulations (available in IS).

**STUDENTS MUST ENROL FOR THE EXAM DATES IN IS.** If you know that you cannot come to the exam date you have enrolled for, please check out and enrol for another exam date, so that your name is not listed among the participants.

**STUDENTS CAN RESIT THE FINAL EXAM TWICE DURING THE EXAM PERIOD.**

The dates and number of resits set by the teacher before the exam period is final, NO FURTHER DATES CAN BE ADDED AFTERWARDS.

### ORAL EXAM

1. The course **Basic medical terminology II seminar** (aVLLT0222s) is finished with an oral exam. Students are admitted to the oral exam only after they pass the credit test, i.e. course **Basic medical terminology II practice** (aVLLT0222c). The pass limit differs according to the results in progress tests; for further details, see above.
2. The oral exam takes ca. 15-20 min per each student. The maximum score to be acquired in oral exam is 100, minimum pass limit is 70 points. Students will get their mark on the basis of the number of mistakes/gaps they make: A: 95-100%; B: 90-95%; C: 80-90%; D: 75-80%; E: 70-75%.

ORAL EXAM STRUCTURE	DESCRIPTION	PERCENTAGE
<b>1. BASICS OF PHARMACOLOGICAL LATIN, MEDICAL PRESCRIPTION</b>	This part of the oral exam consists of two different medical prescriptions - students have to prove their ability to comprehend and explain all parts of the medical prescription, including the fixed pharmacological formulae and abbreviations - and terminology referring to common types of medications based on the definition given.	40%
<b>2. CLINICAL DIAGNOSES, ABBREVIATIONS, COMPOUND WORDS, PRONUNCIATION</b>	This part of the oral exam tests students' ability to understand authentic medical reports and explain their meaning, including typical abbreviations and compound words. This part of the exam also tests students' ability to pronounce Latin and Greek anatomical and clinical terms.	60%

### REQUIREMENTS TO PASS THE COURSE (BOTH SEMINAR AND EXERCISE):

1. To be admitted for the final exam (i.e. to pass the practice part): a) MAX. ONE UNEXCUSED ABSENCE; b) ACTIVE participation in class; c) 70% of completed weekly ROPOTs.
2. To be admitted for the oral exam (i.e. to pass the seminar part): a) passing FINAL EXAM; b) submitting (a week in advance) and PRESENTING A TOPIC from the selection in study materials. The required extent of the presentations is 10-15 min. Presentations will be evaluated with 1 to 5 points based on the following criteria<sup>1</sup>: speaking to the topic, clearness of expression, range and accuracy, structure, logical conciseness, fluency, benefit for and interaction with other

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<sup>1</sup> Detailed instructions for the topic presentation are available in a separate document in study materials – section TOPICS.

students. Each presentation should include an interactive task for other students exercising/explaining the relevant terminology. The points will be then added to their evaluation in the oral exam.

### COMMON RULES FOR TESTING

1. All students are sitting their progress tests in their group only.
2. There are no classes during the dissection weeks (Week 14+15).
3. Resits of the credit test will take place only during the exam period.
4. Test results will be given in percentage together with the pass limit in the Notebook in IS.

### ABSENCES AND SUBSTITUTIONS

1. In case you cannot attend class due to health or other serious reasons, please address Study Department with the request to excuse your absence formally in IS, not later than two weeks after your absence.
2. You can substitute the missed class in the same week with another group (after an agreement with your teacher), but not more than twice a semester.

### NOTE!

REGISTRATION OF MANY COURSES IN THE SECOND YEAR OF STUDY REQUIRES SUCCESSFUL COMPLETION OF THE COURSE.

**Contact person** for formal requests (*please always use your university email*): Mgr. Natália Gachallová, Ph.D., [261004@mail.muni.cz](mailto:261004@mail.muni.cz)

**THESE INSTRUCTIONS ARE ALSO AVAILABLE IN THE IS.**

Student's name and signature: \_\_\_\_\_

Date: \_\_\_\_\_