

Medical Latin(aBFLT011; autumn term 2016)

Guarantee's instructions – course requirements and rules

STUDY MATERIALS

- 1) Prucklová, R. – Severová, M.: *Introduction to Latin and Greek Terminology in Medicine*. Praha: KLP, 2012 (Unit 1-7)
- 2) "Drill" on the IS (<https://is.muni.cz/auth/drill/?lang=en>)
The application enables students to practice pronunciation, vocabulary and grammar covered in *Introduction to Latin and Greek Terminology in Medicine*, UNIT 1-7. The manual to the application is included in Study materials of your subject as a specific file called "DRILL Manual".
- 3) Teachers' own materials (e.g. hand-outs, presentations, activity cards) which are going to be periodically uploaded on the IS in Study materials of your subject.

TESTING

Type of testing	Dates of the tests	Content of testing	Pass mark	Method of tests rating
1st partial test	app. in the 5 th week of the winter period (the exact date will be specified at least one week before the test)	Nouns and adjectives of the 1 st and 2 nd declensions (unit 1-3)	60%	The partial tests are designed to help students to assess their knowledge regularly. In the event of failure in the partial test, the student is not losing her/his chance to pass the written part of the exam test, and this is the reason, why there are NO resits of partial tests . However, each successfully written partial test automatically enhances student's chances to succeed in the written part of the exam as the final pass mark is lowered by 5% each time. Considering the fact that the exam test is a very complex test anticipating the extensive knowledge of the subject, we strongly recommend students to take advantage of lowering their pass mark of the exam test by successful completion of the partial tests.
2nd partial test	app. in the 8 th week of the winter period (the exact date will be specified at least one week before the test)	Nouns of the 3 rd declension (unit 4-6)	60%	
Written part of the exam	app. in the 15 th week of the winter period (the exact date will be specified at least one week before the test)	Nouns of the 4 th and 5 th declensions, adjectives of the 3 rd declension and complex testing of the curriculum (unit 7-8, 11-13)	50% If successful in both partial tests 55% If successful in one partial test 60% If not successful in any of the partial tests	

COMMON RULES FOR TESTING

1. All students are sitting all their tests in his/her group only.
2. No way of cheating will be tolerated! If a student is caught cheating at a test he/she automatically fails and further consequences will be drawn from his/her behavior.
3. All students have to sit the exam test in the 15th week of the term (January 2nd-6th 2017).
4. Resits of the exam test will take place only during the exam period,
i. e. from January 9th 2017 to February 17th 2017.
5. The number of possible exam test resits is two.
6. **The dates and number of resits** set by the teacher before the exam period **are final**, it means no other dates will be added during the exam period or later.

ACCESS TO THE PARTIAL TESTS AND CREDIT TEST RESULTS

- Results of the tests will be available to students in the Notebook on the IS.
- The student's results will be given in percentage together with the pass mark.
- The student will have the access to his/her tests during his/her teacher's office hours or by prior e-mail arrangement.

ABSENCES + CLASS SUBSTITUTIONS

1. Your absences are going to be electronically registered in the IS. In order to be sure you have been registered as present in the class, be punctual, the attendance is always checked immediately after the beginning of the class.
2. We can tolerate **one unexcused absence only**; all further absences have to be properly excused **via the Study Department**.
3. Unexcused absences are regularly recorded in the Notebook on the IS, and students having these records **cannot sit the exam test**.
4. The student may substitute a class only by a special appointment agreed with a teacher.
5. The substitution is not possible in the week for which a partial test or the credit test has been planned.

NOTE!

MEDICAL LATIN IN THE AUTUMN TERM IS A PREREQUISITE FOR MANY SUBJECTS IN THE SECOND SEMESTER.

THESE GUARANTEE'S INSTRUCTIONS ARE AVAILABLE IN THE IS.

Student's signature: _____

Student's group: _____

Date: _____