

**Medical Latin (aBFLT011; autumn term 2017)**  
**Instructions – course requirements and rules**

**STUDY MATERIALS**

- 1) Study materials (e.g. handouts, presentations) available in the IS in Study materials. These materials form an integral part of the course syllabus, containing exercises and explanations to the grammar covered in the classes.
- 2) Prucklová, R. – Severová, M.: *Introduction to Latin and Greek Terminology in Medicine*. Praha: KLP, 2016.
- 3) "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 available in the Study materials of the course in the IS in a separate file called "DRILL Manual" (*recommended for self-study*)

**TESTING**

TYPE OF TESTING	DATES OF THE TESTS	CONTENT OF TESTING	PASS LIMIT	METHOD OF TESTS RATING
<b>Progress test 1</b>	<b>app. in the 6<sup>th</sup> week</b> of the autumn term (the exact date will be specified at least one week before the test)	Nouns and adjectives of the 1 <sup>st</sup> and 2 <sup>nd</sup> declensions (units 1-3)	<b>60%</b>	The progress tests are designed to help students to assess their knowledge regularly. In the event of failure in the progress test, the student is not losing her/his chance to pass the credit test, and this is the reason, why there are <b>NO resits of progress tests</b> . However, each successfully written progress 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 is a very complex test anticipating the extensive knowledge of the subject, <b>students are strongly recommended to take progress tests and possibly lower the pass limit for the exam test.</b>
<b>Progress test 2</b>	<b>app. in the 9<sup>th</sup> week</b> of the autumn term (the exact date will be specified at least one week before the test)	nouns of the 3 <sup>rd</sup> declension (units 4-5)	<b>60%</b>	
<b>Credit test and oral exam</b>	<b>in the 1<sup>st</sup> week</b> of the exam period (the exact date will be specified at least two weeks before the test)	Nouns of the 4 <sup>th</sup> and 5 <sup>th</sup> declensions, adjectives of the 3 <sup>rd</sup> declension and complex testing of the curriculum (units 1-8, 11-13)	<b>50%</b> if successful in both progress tests  <b>55%</b> if successful in one of the progress tests only  <b>60%</b> if not successful in any of the progress 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 behaviour.
3. All students have to sit the exam test in the 1<sup>st</sup> week of the exam period (January 2–5, 2018)
4. Resits of the exam test will take place only during the exam period, i.e. January 8 – February 12, 2018.
5. The number of possible exam 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 PROGRESS 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 only.

## 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. Only **one unexcused absence is tolerated**; all further absences have to be properly excused at the Study Department (i.e. in a week after the absence).
3. Unexcused absences are regularly recorded in the Notebook on the IS, and students having these records **cannot sit the credit test**.
4. The student may substitute a class only by a special appointment agreed with the teacher.
5. Class substitution is not possible during testing weeks.

## NOTES!

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

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

Written by Tereza Ševčíková  
23/08/2017

Student's name: \_\_\_\_\_

Student's signature: \_\_\_\_\_

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