



**MUĞLA SITKI KOÇMAN UNIVERSITY FACULTY of MEDICINE  
PHASE 1  
ENGLISH MEDICINE PROGRAM**

**2022/2023 Academic Year**

**Committee 1 GUIDEBOOK**

**Prepared By:**

**PHASE 1 COORDINATOR AND VICE-COORDINATORS**

# PREFACE

**Dear Students,**

This guide describes what you will learn and perform during your committee program, the rules you must follow in the committee, and the working conditions. We wish you all success with the belief that this guide will guide you through the committee.

**Phase 1 Coordinatorship**

## **GENERAL INFORMATION on COURSE**

### **TEACHING STAFF**

### **TEACHING METHODS-TECHNIQUES**

### **PHYSICAL SPACES**

## RELATED LEGISLATION

<http://www.tip.mu.edu.tr/tr/ilgili-mevzuat-6641>

## COMMITTEE CLASS HOURS DISTRIBUTION

LECTURES	Theoretical L.H.	Practical L.H.	Total L.H.
Medical Biochemistry	24		24
Medical Biology	24	4 (4x4 group= 16 h)	28
Histology and Embryology	14		14
Medical History and Ethics	14		14
Biostatistics	8		8
Medical Genetics	4		4
Biophysics	10		10
<b>Total</b>	<b>98</b>	<b>4</b>	<b>102</b>
Introduction to Information & Communication Technologies *	32		
Elective Course(s) *	16		

Turkish	14		
Atatürk's Principles and History of Revolution*	16		
Foreign Language *	24		
<b>Total</b>	<b>200</b>	<b>4</b>	<b>204</b>

## PHASE-1 / COMMITTEE-1 AIM(S)

1.	In this committee, it is aimed that the students with background information on the fundamental concepts and theories of medical ethics and physician-patient relationship.
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2.	In this committee, it is aimed that the students comprehend the molecular, biochemical, and histological properties of the cell, which is the building block of the human body.
3.	In this committee, it is aimed that the students learn the functional groups and related reactions in the metabolic pathways and biomolecules.
4.	In this committee, it is aimed that the students comprehend the differences and similarities in the genome organizations of living things.
5.	In this committee, it is aimed that the students comprehend the structures and functions of nucleic acids and proteins, which are two important components of living things at the molecular level.
6.	In this committee, it is aimed that the students comprehend the structure and functions of the membrane in the structure of a cell.
7.	In this committee, it is aimed that the students comprehend the structure and functions of the organelles of the eukaryotic cell, the structure of the nucleus and chromatin.
8.	In this committee, it is aimed that students comprehend the importance of basic public health practice areas, medicine, and method knowledge of medicine.
9.	In this committee, it is aimed that the students comprehend the biostatistics subjects and application areas and basic information about it.

## PHASE-1 / COMMITTEE-1 OBJECTIVE(S)

1.	To be able to explain the concept of measurement, significant figures, and the SI system
2.	To be able to explain the Collisions and Airbags
3.	To be able to importance of water
4.	To be able to explain the relationship between scaling and size and function in living things
5.	To be able to explain the relationship between force, balance, motion, and the human body
6.	To be able to explain the relationship between energy, power, and metabolic rate
7.	To be able to describe the most commonly used histological techniques for histological examination of cells and tissues at the light microscope level
8.	To be able to explain the general histological structure of the cell, the structure and functions of cytoplasm, nucleus, cell membrane and organelles
9.	To be able to describe the types of cell division, all the stages of cell division and the mechanisms that control divisions
10.	To be able to explain the types of cell death and the factors affecting these processes
11.	To be able to explain the features, working principles and usage of the light microscope and to be able to define the cell's nucleus/cytoplasm separation microscopically
12.	To be able to explain the concepts of medical biology and medical genetics
13.	To be able to describe the molecular mechanisms of cellular functioning
14.	To be able to associate the deterioration of molecular mechanisms with diseases
15.	To be able to explain the concepts of science, medicine, and medicine by giving information about the past of medicine and to be able to gain foresight about the future
16.	To be able to explain chemical and biochemical terminology, organic molecules, and functional groups
17.	To be able to describe biomolecules and methods of separating biomolecules
18.	To be able to describe the chemical structure and membrane transport of biological membranes
19.	To be able to explain the chemical structure of cells and cell organelles and the biochemical mechanisms of the cell
20.	To be able to explain the concepts of body water balance and concentration, to be able to define medical biochemistry laboratory materials
21.	To be able to explain research planning and data collection methods
22.	To be able to explain definition of biostatistics, basic biostatistics concepts and the

	application purposes of biostatistics in the field
23.	To be able to data types and the conversion of quantitative data to qualitative data.
24.	To be able to the basic menus of the SPSS package program and to be able to enter data into the SPSS program
25.	To be able to how to calculate and interpret descriptive statistics.
26.	To be able to summarizing the data with graphs and tables suitable for the data structure.
27.	To be able to the population-sample relationship and sampling methods.
28.	To be able to probability rules and to calculate and interpret different types of probabilities.
29.	To be able to he research patterns in the field of health and to gain the ability to design appropriate for the research.

## PHASE-1 / COMMITTEE-1 INTENDED LEARNING OUTCOME(S)

1.	Can explain the concept of measurement, significant figures, and the SI system.
2.	Can explain the Collisions and Airbags
3.	Can explain the importance of water
4.	Can explain the relationship between scaling and size and function in living things.
5.	Can explain the relationship between force, balance, motion, and the human body.
6.	Can explain the relationship between energy, power, and metabolic rate.
7.	Can describe the most commonly used histological techniques for histological examination of cells and tissues at the light microscope level.
8.	Can explain the general histological structure of the cell, the structure and functions of cytoplasm, nucleus, cell membrane and organelles.
9.	Can explain the structure and functions of the membrane in the life of a cell
10.	Can describe the types of cell division, all the stages of cell division and the mechanisms that control divisions.
11.	Can explain the types of cell death and the factors affecting these processes.



12.	Can explain the features, working principles and usage of the light microscope and can define the cell's nucleus/cytoplasm separation microscopically.
13.	Can explain the concepts of medical biology and medical genetics.
14.	Can explain the most common reasons for admission to the medical genetics outpatient clinic.
15.	Can describe the molecular mechanisms of cellular functioning.
16.	Can associate the deterioration of molecular mechanisms with diseases.
17.	Can explain the concepts of science, medicine, and medicine by giving information about the past of medicine and can gain foresight about the future.
18.	Can explain chemical and biochemical terminology, organic molecules, and functional groups.
19.	Can describe biomolecules and methods of separating biomolecules.
20.	Can describe the chemical structure and membrane transport of biological membranes.
21.	Can explain the chemical structure of cells and cell organelles and the biochemical mechanisms of the cell.
22.	Can explain the concepts of body water balance and concentration, can define medical biochemistry laboratory materials.
23.	Can explain research planning and data collection methods.
24.	Have ability to comprehend the aims of applying Biostatistics in the field of health, have information about the purpose of the course.
25.	Have ability to determine the appropriate data collection method for the research and collect data.
26.	Have ability to transform between the data it collects.
27.	Have ability to enter data to the SPSS package program and store the data entered in the computer environment.
28.	Can calculate and interpret the descriptive statistics of the variables and have information about the distributions of the variables.
29.	Can summarize data with tables and graphs.
30.	Can determine the appropriate sampling method to select the sample from which to collect data for a research.
31.	Can calculate probability from crosstables.
32.	Have ability and knowledge to design the pattern of a research in the clinic.
33.	Define normative systems such as ethics, morality, deontology, law and evaluate the

	distinctions between them.
34.	Can explain basic medical ethics theory, doctrinal concepts and the relationship between them.
35.	Recognize professional values, comprehend the importance of internalizing professional identity and values.
36.	Recognizes an honest and reliable physician model in physician-patient interaction.
37.	Comprehends an impartial, non-judgmental, impartial approach to each patient/individual and that this is an ethical obligation.

## **RECOMMENDED RESOURCE(S)**

**KEY RESOURCE(S)**

# ASSESSMENT and EVALUATION

## PHASE 1 COMMITTEE 1 EXAM SCHEDULE

## PHASE 1 COMMITTEE 1 QUESTION DISTRIBUTION

2022-2023 Academic Year Phase I Committee 1 Question Distribution	
Lessons	Number of questions
Medical Biochemistry	25
Medical Biology	25
Histology and embryology	14
Medical History and Ethics	14
Biostatistics	8
Medical Genetics	4
Biophysics	10
Total	100

## ASSESSMENT AND EVALUATION IN COMMITTEE EVALUATION EXAM

## COMMITTEE EXAM SPECIFICATION TABLE

<p style="text-align: center;"> <b>Faculty of Medicine</b>  <b>English Medicine Program</b>  <b>Phase 1</b>  <b>Committee 1</b>  <b>Competence Matrix</b> </p>													
Course	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PO13
Phase 1 Committee 1													

\* Completed according to the following program outcomes. (Score from 0 to 5.)  
PO: Program Outcomes of Faculty of Medicine

**PO Link:** <https://muweb.mu.edu.tr/tr/program-yeterlilikleri-6598?site=tip.mu.edu.tr>

## **COURSE CONTENT OF THE COMMITTEE**

**THE RELATIONSHIP WITH THE LEARNING  
OBJECTIVES AND THE ACTIVITY IN THE  
TRAINING PROGRAM**

## **DUTIES and RESPONSIBILITIES OF STUDENTS and OTHER ISSUES**

### **EDUCATIONAL PROGRAM**

1. Education in the faculty is carried out with an integrated system, the subjects and hours of which are arranged on the basis of coordination.
2. Education; In Phase I, Phase II and Phase III, it consists of common compulsory and elective courses with course committees conducted in an integrated system. In Phase I, Phase II and Phase III, one year is a whole and is considered as a single course, excluding common compulsory and elective courses.

### **LESSONS**

1. Each semester in the faculty's education program is a prerequisite for the next semester. Except for the common compulsory courses and elective courses, it is not possible to proceed to the next semester without completing all the courses, practices and courses of a semester.
2. Students who fail common compulsory and elective courses in Phase I, Phase II and Phase III continue to the next semester. However, students must be successful in these courses before starting Phase IV.

### **ECTS:**

1. The sum of course credits for an academic year is 60 ECTS.
2. In order to graduate from the Faculty of Medicine at the end of 6 years of education, the minimum graduation credit must be 360 ECTS and the overall grade point average must be at least 2.00.

## OBLIGATION TO CONTINUE

1. The principles regarding the attendance of students in Phase I, Phase II and Phase III are as follows:
2. Attendance at the faculty is compulsory. The follow-up method of attendance at the faculty is determined by the Dean's Office.
3. Each of the committees in Phase I, Phase II and Phase III are evaluated within itself. A student who does not attend more than 30% of the theoretical courses in these course committees, with or without an excuse, receives a zero grade from that course committee and cannot take the exam.
4. In Phase I, Phase II and Phase III, students who exceed 30% in all theoretical courses in a phase, whether or not they have an excuse for absenteeism, are not entitled to take the final and make-up exams. These students are given a TT grade.
5. With or without an excuse, a student who does not attend more than 20% of the total practical course hours of the department with 10 or more practical lessons is not taken to the practical exam of that department and the practice grade is evaluated as zero. In this case, the student is treated as having a score under the threshold from the practical exam separately.
6. With or without an excuse, a student who does not attend two hours of the practical courses of the department with less than 10 hours of practical lessons in a course committee is not taken to the practical exam of that department and the practice grade is evaluated as zero. In this case, the student is treated as having a score under the threshold from the practical exam separately.
7. Professional (vocational) skills practices are evaluated as a whole. If the total professional skills practices in a course committee are less than 10 hours, the student who does not participate in the 2 course hours, and if the total professional skills practices in the course committee are more than 10 hours, the student who does not attend more than 20% of the total course hours, the professional skills practice / application grade in that course committee is evaluated as zero. In this case, the student will be below the threshold in addition to the professional skills practice/practice exam.

## RECOGNITION OF PRIOR EDUCATION

1. Students apply to the Dean's Office with a petition **within the first week of the academic year** in order to have the courses they have taken and succeeded from other higher education institutions recognized and adapted.



2. In the petition, the courses they want to be exempted from and the grades they get from these courses are clearly stated. In the annex of the petition, documents approved by the official authorities regarding their previous education, the grades of the courses they have previously completed, and their content are submitted.

### **EVALUATION OF SUCCESS IN PHASE I, PHASE II, PHASE III EXAMS**

1. The following principles are followed in calculating the exam grades of the course committees:

2. Board exams are made as written exams and/or by using alternative methods such as homework/project. Exams can be conducted face-to-face and/or using digital facilities. In addition to the written exams, practical-practice and/or oral exams can be made by using face-to-face and/or digital facilities in the committees with practice. Different assessment methods can be determined for problem-based teaching, vocational skills training and other similar training practices.

3. The total grade of practical courses and their distribution according to the courses, the grade weight of the vocational skills practices, problem-based teaching (PBL) and other similar education and examination practices and the distribution according to the boards are determined by the Phase coordinators in line with the content of the education-training program.

4. In a course committee exam, each course and practice/practice exam has its own threshold. The threshold limit is 50%. If the student gets a grade below 50% in one or more of the courses that make up the board in the course committee exam, the score difference between the score obtained in that branch and 50% of the total score of that branch is deducted from the total score of the exam, and the exam grade of that course committee is determined. For the courses whose number of questions is less than 5% of the total number of questions in that exam, the relevant phase coordinator may decide to combine the dam application. Theoretical and practical points of the courses that make up the course committee are added together, and the course board exam score is found.

5. If the result is negative in the calculation of the total score of the course committee, this score is evaluated as zero.

6. Phase committees average grade: To calculate the phase committees average grade point; The ECTS value of each committee in that period is multiplied by the coefficient of the letter grade received from that committee. The values found as a result of the multiplication are

added together and the total value obtained is divided by the total ECTS value of these committees. The resulting average is displayed as two decimal places.

7. Course committees are made by using alternative methods such as end-of-Phase (final) and make-up exams, written exams and/or homework/projects. Exams can be conducted face-to-face and/or using digital facilities. In addition to the written exams, a practical (practice) and/or oral exam can also be conducted using face-to-face and/or digital facilities.

8. In order to be considered successful, it is obligatory to get at least 50 points from the course committees end-of- Phase exam or the course committees make-up exam.

9. The final grade of the course committees is the grade obtained by adding 60% of the average grade of the course committees and 40% of the grade received from the final exam. In the calculation of the final grade of the students who fails, the grade taken from the make-up exam is taken as a basis instead of the grade from the final exam. In order for the student to move up to the next grade, he/she must get at least 50 from the course committees end-of-Phase exam or make-up exam, and The final grade of the course committees must be at least 60 out of 100.

10. The provisions of Muğla Sıtkı Koçman University Associate and Undergraduate Education Regulations published in the Official Gazette dated 27/8/2011 and numbered 28038 are applied in the conduct of common compulsory courses and non-TIP/MED coded elective/compulsory courses and in the evaluation of their exams.

#### **RIGHT TO EXEMPTION FROM THE END OF PHASE (FINAL) EXAM**

1. Students with an average grade of 85 and above in the course committees and a score of at least 60 and above from each course committee are not required to take the end-of- Phase exam. The average grade of the course committees of the students who have the right to be exempted from the end-of- Phase exam is accepted as the end-of- Phase success grade of the course committees.

2. Students who want to take the the end-of- Phase exam, although they have obtained the right to be exempted from the end-of- Phase exam, must notify the Dean's Office in writing at least 7 days before the exam date. For students who take the end-of- Phase exam in order to raise their grades, the end-of- Phase exam score is taken into consideration when calculating the final grade of the course committees.

#### **PHASE REPEAT**

1. A student whose end-of- Phase exam grade or make-up exam grade and course committees end-of-semester success grade is below the scores specified in this regulation is considered unsuccessful and failed in the class. These students repeat that semester one more time and retake the exams. In these repetitions, students are obligated to attend classes.

## RESPONSIBILITIES

1. They strive to make the classroom atmosphere nurturing to learning.
2. They are fair in their judgments about their friends and respectful of the existence of all people in the resolution of conflicts.
3. They respect cultural differences.
4. They are intolerant of all kinds of discrimination.
5. They maintain academic integrity and act accordingly.
6. They take an impartial attitude towards research, explain the results accurately, and state the studies and ideas that have been made or developed by others.
7. They act in a respectful and cooperative manner in interaction with all members of the healthcare team.
8. Take care of their appearance, be present in a professional and clean manner, and do not wear clothing and jewelry (jewelry, tattoos, or other symbols) that may interfere with the physical care of patients or communication with them.
9. They behave professionally in 9th grade classes, in clinical settings, in the way of speaking before the patient, reliability and appearance.
10. In their clinical practice, they always carry the university's identity or name badges on their aprons.
11. They introduce themselves to patients and their relatives as "**medical students**".
12. They participate in all clinical practices they are assigned to and inform the relevant people about their excuses in advance.
13. Respect the privacy of patients when interacting with them.
14. They consider confidentiality a fundamental obligation in patient care.
15. In their interaction with patients, instructors cannot act without their supervision or knowledge.
16. They keep all medical records related to patient care confidential and ensure that educational discussions about these records are held in accordance with the principles of confidentiality.
17. They report any illegal and unprofessional practices they observe to the authorities.

18. They make discussions about hospital staff and patients in a way that no one can hear except in common areas.
19. They treat patients and their relatives, as well as other members of the healthcare team, with respect and seriousness in their dialogue and discussion.
20. They know their limitations and seek help when their experience is insufficient.
21. During training and practice studies and exams, they do not make any unauthorized video, audio and similar recordings and do not share these recordings with third parties (including in social media, internet and similar environments), do not use or collect them for other purposes.
22. They act in accordance with the principles regarding attendance and other matters of Phase I, II and III students in the MSKU Faculty of Medicine Education-Training and Examination Regulations.
23. Students know the rules to be followed by students in MSKU Faculty of Medicine Pre-Graduation Education, students' responsibilities and duties and act accordingly.
24. Students know the issues in the Student Guides for MSKU Faculty of Medicine Student Laboratory Practices and act in accordance with these issues.

**Please read:**

1. The Rules to be Followed by Students in MSKU Faculty of Medicine Pre-Graduation Education, Students' Responsibilities and Duties
2. Student Guides for MSKU Faculty of Medicine Student Laboratory Practices

## **ENGLISH MEDICINE PROGRAM**

**Common Compulsory Courses English Medicine Program:** Foreign Language (English-German-French 1-2-3-4), Principles of Atatürk and Revolutionary History 1-2 (International Student: ATBY2801, ATBY2802), Turkish Language 1-2 (International Student: TDBY1801, TDBY1802), Introduction to Information & Communication Technologies (Names and codes of the lessons may differ slightly from year to year)

**MSKU Faculty of Medicine Education and Examination Regulations:** Students who fail common compulsory and elective courses in Phase I, Phase II and Phase III continue to the next semester. However, students must be successful in these courses before starting Phase IV.

**Compulsory Observation Training 1-2:** Students who successfully complete the Phase 1 do their compulsory observation training in a primary healthcare institution for ten working days during the summer or half year vacation period; Students who successfully complete Phase 2 do their compulsory observation training in a secondary or tertiary healthcare institution for ten working days during the summer or half year vacation period. Completing the observation trainings is a prerequisite for starting Phase 4. It is a prerequisite to pass the Occupational Health and Safety course in order to do the Compulsory Observation Training. Compulsory Observation Training Course is planned to come into effect in the 2023-2024 academic year.

**International students enrolled in the English Medicine Program:** Until Phase 4, the original document proving that they can speak Turkish at the B2 level, taken from the centers providing Turkish education (Turkish and Foreign Language Application and Research Center-TÖMER, etc.) accepted by YÖK, has to be submitted to the Dean's Office. Students who cannot meet the Turkish proficiency requirement cannot continue to Phase 4 until they have the prerequisite Turkish proficiency certificate.

**Courses Required Before Passing to Phase 4 of the English Medicine Program:** Foreign Language (English-German-French) 1-2-3-4, Principles of Atatürk and Revolutionary History 1-2 (Foreign Student: ATBY2801, ATBY2802), Turkish Language 1-2 (Foreign Student: TDBY1801, TDBY1802), Introduction to Information & Communication Technologies, Phase 1 Elective Course, Compulsory Observation Training 1-2, Turkish Proficiency Certificate specified in the regulation for international students (Names and codes of the lessons may differ slightly from year to year) (Register from the Student Information System and check your success at regular intervals.)

**Registration for Common Compulsory Courses and Elective Courses:** Students have to register for these courses themselves through the student information system and follow up all the courses that you have to achieve regularly through the student information system by entering the student information system at least once a week.

#### **Disclaimer:**

The information given in the guide above is for informing students only and does not have any legal status. Keep in mind that there may be changes over time due to the names of the courses, their codes, legal regulations, the decisions of board of coordinators, the decisions of the term coordinator and similar reasons.

