

**School of Medicine**  
**Medicine Year 2**  
**TIP202- Medical English IV- Poster Presentation**  
**Course Syllabus**  
**Spring, 2020 - 2021**

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**A. DESCRIPTION**

Medical English IV is to design an individual research project and study the basic parts of the research poster for sophomore students. Live sessions provide lectures and exercises that seek to integrate the research knowledge and skills with undergraduate course work. Students work on assignments about scientific writing and graphical presentation of data and research results. At the end of the semester, students share their research through poster board presentations.

This is a 4 credit course. It includes two hours of online-synchronous classes (live-sessions) per week which focus on the lectures of the research process and writing activities. The other two hours are for self-study on research, reading scientific articles and writing research assignments.

**B. COURSE OBJECTIVE**

At the end of this course, students should be able to

- demonstrate their research writing skills with medical posters and explain the current scientific information during medical education and professional life.
- create a professional-looking Poster with considering body language, tone of voice, and the use of English.
- identify medical topics in the literature through using correct English terminology, and interpret data results.
- apply APA citations with summarizing and paraphrasing the medical terms.
- prepare and analyze research projects based on scientific research techniques and writing principles.

**C. COURSE CONTENT**

Medical English IV-Poster Presentation is to apply basic research skills through medical topics. It addresses how to review the produced and conducted research in the medicine field. Each student who has a specific topic should write the inquiry of the research subject, the analysis of the literature, the research design, results and discussion to prepare a poster presentation. A variety of research based activities is planned to practice analytical thinking skills and provide the learners the opportunity to use the language actively. At the end of the semester, students will be expected to carry out their research study and present the final poster presentation to the class.

**D. COURSE MATERIALS**

- Materials prepared by the instructors

## E. POSTER ASSIGNMENTS

### Assignments:

- Make sure you fill out the assignment sheets by providing your own words.
- Check that the research articles that you choose are related to your topic/case.
- Attach and Submit the soft copies of the articles with your Assignment I.
- Referencing: References are required for this assignment. Turkish articles are not accepted. After assignment I, there may be slight changes of articles until the assignment 2 but afterwards your articles must stay the same.
- Cheating: Copying & pasting information from internet or articles will void your assignment. Using electronic translation tools, such as Google, Yandex and Yahoo Translate will also be considered as cheating.
- Turnitin reports: Students will have a Turnitin account. After finishing their assignments and posters, they need to upload their studies onto Turnitin.
- Formatting: Be careful about the information that is provided to you about APA formatting. Follow the instructions that are given by your instructor. Neither hand writing nor e-mails will be accepted for both assignments and poster board.

### Midterm:

- Paraphrase and summarize the literature review parts that can cover your 3-4 articles.

### Final-Poster presentation:

- Students will make a presentation (5 to 8 minutes) of their posters.
- You will record your own video during the presentation and share it on Teams.
- You will upload and submit your recorded poster presentations in your own instructor's folder.
- The poster presentation will be graded based on the quality of your speech as well as the written parts of the poster.

### Some suggestions for Poster Presentation:

- Turn on your camera and check that your audience see the Poster clearly. During recording, students should make sure everything is visible considering the light and distance.
- The student must be recorded with all his/her gestures visible. Therefore, the student should be standing and the camera should be seeing at least the full torso.
- The poster must be clearly visible. If students want to print their posters, they can follow the regulations to do so (A0 and A1 sizes). Those who cannot print it out must project the poster onto a TV screen or the laptop screen. In either case, the screen must be clearly visible.
- Remember to introduce yourself and your topic at the beginning of the presentation.
- Develop a friendly tone of voice. Use your body language and facial gestures properly to keep up the audience's interest and motivation.
- Never read the poster board or your notes word by word. Use the key ideas and phrases as prompters to talk about your topic. No memory cards or anything written in hand are allowed. Students should present the poster, not read it.
- Be careful with the use of English. Pay attention to your accuracy and fluency. Pay special attention to the pronunciation of any medical terms in your presentation.
- Remember to use transitional and signal words to connect ideas.
- Rehearse your presentation before the actual date.

- Edited videos will not be accepted and they will be graded 0.
- Students must include two files, 1 PPT and 1 mp4 video file into a folder and upload the folder on Teams.

## F. REQUIREMENTS

### 1. Attendance:

- Attendance to live sessions and active class participation are required. **Students must attend 80% of the online live sessions in one semester.** Regardless of passing scores in the exams, they will fail and repeat the course next year.
- Students are expected to log-in on time and leave only at the end of the live session. Attendance will be taken by **Microsoft Teams** during each session. If a student is absent, s/he is still responsible for all class work covered during absence(s) and assignments.

**2. Poster Assignments:** Students should complete and submit assignments on time, on the exact due date. Unless there is a compelling reason for late submission(s), for example, a legitimate and documented illness or a death, late assignment(s) will not be accepted.

**3. Office Hours:** There will be **two** 10 to 15 minute office hours per week. Students who have any questions regarding the live session, online assignments and coursework can schedule a meeting with their instructors. However, when there is a problem that the majority of the students face, instructors will use that allocated office hour time for a meeting with all of his/her students.

**4. Student-Instructor Communication:** Contact the instructors via the institutional email and Microsoft Teams chat only within office hours. Instructors are not required to respond to mails or messages outside of office hours (08:30 - 17:30) and on weekends.

## G. TESTING & EVALUATION

Grading is in accordance with University policy and based on the following criteria:

- **Midterm Assignment, 2 Poster Assignments and Final Poster Presentation are the parts of the evaluation.**
- There will be no make-up for missing assignments. The students who cannot submit the assignments but have legit excuses such as an important health problem or the death of a 1<sup>st</sup> degree relative may turn in the assignment. In that case, the student must submit the related document of their excuse to Dean's Office on time (no later than 5 business days) and get an approval.
- **Failing from Absenteeism:** The students who fail to attend more than 20% of the classes in one semester are **not allowed to present the final and /or make-up exams.** They fail the course and repeat it next academic year. If they submit the final and/or make-up exams with or without the course instructor's consent, they will not be graded. Such a student may also face a disciplinary proceeding.
- **Make-up Exam:** The students who fail the final exam can take the make-up exam at the end of the semester.

Students who fail will receive a written feedback from their instructors and will make their presentations again as a make-up presentation.

- Cheating on exams will not be tolerated and those guilty of such will be penalized in accordance with the university policy.

- Midterms, Excuse Exams, Assignments and Quizzes are to be posted on OBS (Student Portal) within 14 calendar days.
- Final and Make-up Exams are to be posted on OBS (Student Portal) within 7 calendar days.

**The following are the percentages of the exams that will be given in this course for the Spring semester:**

Midterm Assignment	20 %
2 Poster Assignments & Active Class Participation	20 %
Final Poster Presentation	60%
<b>Total:</b>	<b>100%</b>

#### **H. RULES FOR LIVE-SESSIONS**

- Students must log-in and be ready for the live session before it starts.
- After the first 15 minutes of each session those who are absent will be noted.
- Do not interrupt or intrude your classmate as they speak.
- Unless you are assigned to a group for an activity, do not have side conversations.
- When students have a question, you can click on “Raise Your Hand” button on MS Teams.
- Students can signal when they have finished a task or assignment.
- Do not shout. DON'T TYPE IN ALL CAPITALS!
- Do not leave your computer unattended during a live session.
- All ethical rules and standards required for the face-to-face interaction are also applicable for live-sessions. Be careful with humor and sarcasm. Be as polite as you are in person.
- Always make an effort to use proper punctuation, spelling and grammar.
- Do not post or share (even privately) inappropriate material.
- Follow instructions for Online Assignments and In-Class Quizzes/Activities meticulously.

## I. COURSE PACING

Weeks/ Course Dates	Live Session	Self-Study
Week 1 1.3.2021	<b>Introduction</b> The Syllabus, Course Requirements and Expectations	
Week 2 8.3.2021	<b>Research</b> The ways of presenting research Steps of a research study Parts of a research report	Find your research topic.
Week 3 15.3.2021	<b>Topic selection</b> <b>PART I: Introduction</b> <b>PART II: Literature Review</b> - Paraphrasing, Summarizing - Assign the first poster assignment	Read your 3-4 articles. Do the first poster assignment.
Week 4 22.3.2021	<b>POSTER ASSIGNMENT I DEADLINE: 22.3.2021</b> <b>PART III: Method</b> <b>Part IV: Results</b>	Read your 3-4 articles. Complete and submit the first assignment.
Week 5 29.3.2021	<b>POSTER ASSIGNMENT I FEEDBACK: 29.3.2021</b> <b>PART V: Discussion</b> <b>PART VI: Conclusion</b> - Assign the midterm	Write midterm assignment with adding the title, describe the title, the background and importance of the study, and add the purpose of the study.
Week 6 5.4.2021	<b>References &amp; Citation</b>	Paraphrase and summarize the articles. Write midterm assignment.
Week 7 12.4.2021	<b>MIDTERM ASSIGNMENT</b> <b>DEADLINE: 12.4.2021</b>	Paraphrase and summarize the articles. Complete and submit midterm assignment on Turnitin.
Week 8 26.4.2021	<b>MIDTERM FEEDBACK: 26.4.2021</b> - Sharing common problems in midterm - Assign the second poster assignment	Research and read the articles. Write the methodology for the second assignment.

Week 9 3.5.2021	<b>Abstract</b>	Research and read articles. Write the results section for the second assignment.
Week 10 10.5.2021	<b>Visual Representation / Examples</b>	Research and read articles. Write the discussion and conclusion sections for the second assignment. Write the abstract of the poster.
Week 11 17.5.2021	<b>POSTER ASSIGNMENT II DEADLINE: 17.05.2021</b>	Add the end-text references for the second assignment. Complete and submit the second assignment on Turnitin.
Week 12 24.5.2021	<b>How to use MS Office for Posters / Examples</b>	Check and finalize the introduction of the poster.
Week 13 31.5.2021	<b>POSTER ASSIGNMENT II FEEDBACK:31.05.2021</b> <b>Tips for Common Problems</b> <b>Revising</b>	Check and finalize the abstract, methodology, results, discussion, conclusion and references.
Week 14 7.6.2021	<b>POSTER PRESENTATION</b>	Prepare, rehearse and record your presentation. Submit your poster on the final exam date.
<b>FINAL EXAM (Poster Presentation)</b> <b>14.06.2021</b>		
<b>MAKE UP EXAM (Poster Presentation)</b> <b>28.06.2021</b>		