

## Wewnętrzny regulamin dydaktyczny jednostki

Department's Internal Didactic Regulations

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| obowiązujący w roku akademickim<br><i>valid in academic year</i>   | <b>2023/2024</b>   |
| pełna nazwa jednostki<br><i>full name of the Department</i>  | <b>Independent Laboratory of Health Promotion</b>  |
| dane jednostki (e-mail, telefon)<br><i>contact to the Department<br/>(e-mail, phone no.)</i>   | <b>anna.grzywacz@pum.edu.pl<br/>tel. 91 466 14 91, 91 466 14 98, 91 466 15 11</b>  |
| kierownik jednostki<br>(stopień/tytuł, imię i nazwisko)<br><i>Head of the Department<br/>(academic title, name and surname)</i>  | <b>Prof. dr hab. n. zdr. Anna Grzywacz</b>   |
| adiunkt dydaktyczny/osoba odpowiedzialna<br>za dydaktykę w jednostce<br>(stopień, imię i nazwisko, e-mail, telefon)<br><i>Course coordinator (academic title, name<br/>and surname, e-mail, phone no.)</i> | <b>dr n. med. Aleksandra Suchanecka<br/>aleksandra.suchanecka@pum.edu.pl<br/>tel. 91 466 15 11</b>   |
| kierunek studiów<br><i>field of study</i>  | <b>Dentistry</b>   |
| rok studiów<br><i>year of studies</i>  | <b>1<sup>st</sup>, 2<sup>nd</sup>, 5<sup>th</sup></b>  |
| nazwa przedmiotu/przedmiotów<br><i>course/subject title</i>  | <b>Public Health<br/>Research Methodology<br/>Propaedeutics of Addiction Medicine<br/>Oral Health Promotion<br/>Genetics in Dentistry<br/>Evidence-based medicine and new technologies<br/>in dentistry<br/>Workshop on how to publish and be involved in<br/>the projects</b> |

### §1

#### Sposób prowadzenia zajęć

*Teaching Methods*

##### 1. Types of classes:

**Research methodology, 1<sup>st</sup> year:** lecture (4h), lecture e-learning (1h), seminars (2h) and practical classes (8h) in the summer semester.

**Propaedeutic of addiction medicine, 1<sup>st</sup> year:** lecture (4h), lecture e-learning (1h) and seminars (5h) in the summer semester.

**Oral health promotion, 1<sup>st</sup> year:** lecture (4h), lecture e-learning (1h) and seminars (10h) in the winter semester.

**Genetics in dentistry, 1<sup>st</sup> year elective:** seminars (25h) in the summer semester.

**Evidence-based medicine and new technologies in dentistry, 2<sup>nd</sup> year elective:** lectures (25h) in the summer semester

**Public health 5<sup>th</sup> year:** seminars (6h) in the winter semester.

**Workshop on how to publish and be involved in the projects, 2<sup>nd</sup> year elective:** seminars (25h) in the summer semester.

2. Teaching activities begin on time, at the time and place provided in the schedule for individual groups.

## §2

### **Sposób i formy wyrównywania zaległości, w tym odrabiania zajęć na skutek nieobecności**

*Mode and forms of compensation of missed activities*

1. Students absent from classes for justified reasons are obliged to attend missed classes with another group, if it is possible, after getting permission from the lecturer. In the absence of such a possibility, students should make up seminar/ practical class topics during the consultation hours with the lecturer.
2. The student is obliged to justify missed classes within 7 days.
3. The justification is made by the lecturer conducting the classes.
4. Students who do not attend classes receive consequences in accordance with the Regulations of Studies of the Pomeranian Medical University in Szczecin
5. The insufficient grade received during the course should be corrected within the time agreed with the lecturer.

## §3

### **Warunki i sposoby dopuszczania studentów do zaliczeń i egzaminów**

*Requirements for course completion in order to sit the credit of exam*

1. The condition for admission to course completion evaluation is the student's presence on all classes of the subject.
2. A student may have two excused absences and take the course for credit.
3. Students have the right to view their course completion evaluation sheet in the presence of the lecturer.
4. The course completion evaluation is done by the lecturer conducting the classes.
5. Course completion is a statement of active participation in classes and obtaining at least a positive evaluation while testing the achieved learning outcomes.
6. Course completion must be obtained before the examination session.
7. The results of the course completion evaluation are given to students with proper protection of personal data.

## §4

### **Zasady dopuszczające studenta do poszczególnych zajęć w danym roku akademickim\***

*Principles of attending classes during the academic year\**

1. Students are prepared for the seminars and practical classes in the field of a given topic.
2. Students will not be admitted to class if they are more than 20 minutes late.

3. A student will not be allowed to attend classes or will be expelled from them in the event of inappropriate behavior that is contrary to the Rules and Regulations of the University or other regulations in force at the University, behavior that disrupts the conduct of classes, endangers health, life or property, as well as in the event of a gross lack of personal culture in relation to the instructor or other persons attending classes.
4. Failure to attend or expulsion from class in the cases mentioned above is equivalent to being absent from class.

## §5

### **Warunki i sposoby przeprowadzania zaliczeń cząstkowych przedmiotu**

#### *Conditions and methods of carrying out partial credit for the course*

1. Credits are carried out in the form provided for in the course program. The conditions and manner of conducting credit are included in the syllabus of the subject.
2. At the first classes, the academic teacher shall inform students about the mode and form of credits.
3. Credit takes the form of: a single-choice test and an expert presentation.
4. In the case of receiving a negative grade from a test or an expert presentation, the student is required to correct the grade within 7 days.
5. The insufficient grade can be corrected two times in the time and form specified by the lecturer.
6. The corrective final course credit at the request of the student, the examiner, or the dean may be a credit commission.
7. Commission final course credit shall be given in accordance with the study regulations of the Pomeranian Medical University in Szczecin.

## §6

### **Warunki i sposoby przeprowadzania zaliczeń przedmiotu i egzaminów**

#### *Forms of credits, exams*

1. The credits consist of a theoretical part and is conducted in the form of a test.
2. During the examinations and credits, it is forbidden to have electronic devices that allow remote communication with other people.
3. The student writes or performs the credit independently. Behaviour indicative of non-independent work will result in the termination of the credit.
4. Excuses for absence from a credit should be submitted or sent to the course teacher no later than 7 days after the credit deadline.
5. Failure to appear for credit without submitting an excuse within the specified time limit will result in the student receiving a failing grade.

## §7

### **Warunki zwalniania z niektórych zaliczeń lub egzaminów**

#### *Circumstances of exemption from credits or exams*

1. A student may be relieved of course completion evaluation if he/ she has received partial credits on time and meets the following conditions:
  - actively implements an educational project as part of the subject or
  - actively participates in scientific research carried out within the Students Scientific Club, presents the results of research at scientific conferences and publishes the results in a journal.

**§8**

**Warunki dopuszczenia studenta do egzaminu w tzw. przedterminie, o którym mowa w § 32  
ust. 8 regulaminu Studiów**

*Form of admission to the pre-scheduled examination, referred to § 32 point 8 of Rules & Regulations  
of PMU*

Not applicable

**§9**

**Kryteria oceniania**

*Assessment criteria*

1. Parameters for the colloquium grading in the form of the written tests:

- 1) 5,0 ( $\geq 92\%$ ),
- 2) 4,5 ( $\geq 84\%$ ),
- 3) 4,0 ( $\geq 76\%$ ),
- 4) 3,5 ( $\geq 68\%$ ),
- 5) 3,0 ( $\geq 60\%$ ),
- 6) 2,0 (less than 60 %).

2. Assessment criteria in the form of an presentation: quality of data used - 60%, use of up-to-date source materials - 20%, presentation of the topic and questions to the audience - 10%, comments and evaluation of the audience - 10%.

3. In addition, entries shall be used: "passed" ("zal.") ( $\geq 60\%$ ), "possibility of passing" ("mzal.") and "no credit" ("bzal.") (less than 60%).

**§10**

**Inne**

(jeżeli specyfika przedmiotu wymaga zamieszczenia w regulaminie dodatkowych informacji proszę o zapisanie ich w kolejnych punktach regulaminu)

*Additional*

*if specific nature of the subject requires extra information, please add it as a next points of this Regulations*

In matters not mentioned in these Regulations, the regulations of the Studies of the Pomeranian Medical University in Szczecin are in use.

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| .....<br>pieczęćka jednostki<br>stamp of the Department | .....<br>pieczęćka i podpis Kierownika jednostki<br>stamp and signature of the Head of the Department |
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| <p>Opinia:<br/><i>Opinion:</i></p> <p>Pozytywna / Negatywna **<br/><i>Positive / Negative</i></p>   | <p>Zatwierdzam:<br/><i>Approved by:</i></p>  |
| <p>.....</p> <p>pieczęćka i podpis<br/>Samorządu Studentów<br/><i>stamp and signature</i><br/><i>of Students' Parliament Representative</i></p> | <p>.....</p> <p>pieczęćka i podpis Dziekana<br/><i>stamp and signature of the Dean</i></p> |