

Dear Student!

Welcome to the Professorship Group for Emergency Medicine and Oxyology (As part of the Department of Anesthesiology and Intensive Therapy).

We hope, you'll enjoy and find it useful working with us.

To ensure a fruitful cooperation, we would like to share some important information, to help your orientation in our system.



E-LEARNING



The Professorship Group for Emergency Medicine and Oxyology from the academic year of 2014/15 gradually integrates **E-Learning System** (itc.semmelweis.hu) in its courses.

After SeKa login you can easy find the subject Emergency Medicine and Oxyology (<http://itc.semmelweis.hu/moodle/course/view.php?id=264>).

You can find there also the schedule for practices and locations.

Lectures



*As it has been stated in the Examination and Studies Regulations of the Faculty of Medicine, Semmelweis University, the minimal requirements for the end of semester signature is the attendance of **75%** of the lectures.*

You can fulfill your tasks and prepare for the end of semester exam using the course-materials available in the Moodle-system.



Practices



*As it has been stated in the Examination and Studies Regulations of the Faculty of Medicine, Semmelweis University, the minimal requirements for the end of semester signature is the attendance of **75%** of the practices, which means **3** thematic practices (SBAR and Triage are compulsory and you can choose one from the three others free, of course you are welcome to all practices) out of 5 (SBAR, Triage, PoCT, Team and OMV).*



*The **6-hour Emergency Rotation** is also compulsory.*

*The dates for the Practices and for the rotation you can find also in the schedule. In the moodle system you can free change the dates in the **SIGN UP**.*



Practice attendance



The prerequisite of attendance is the preliminary registration to the practices in the Moodle-system. Under SIGN-UP you will find all type of Practices, and under it the dates. It would be very important, that all students log in into Moodle and open the Chapter Emergency Medicine to register, that we can put all students to the slots/dates chosen with the Neptun group. After that you can change your slots, if needed

Deadline of the „registration“: 2/2/2016

The quality of education is very important for our Group, we take only limited number of students for each practice.

So in case you can't stick with your own group, your best chance is to look for free slots and make your own schedule, probably for more weeks. If your group otherwise suits you well, and you want to swap only one practice, you can easily find the available spots also in the Moodle-system.

Attention! In the Moodle registration, members of the original group take precedence over the others, only the vacancies might be filled up by fellow students from other groups.

Registration of attendance



To ensure a safe, up-to-date follow-up of the fulfillment of this University requirement we have an online student attendance system, in which students are identified by their Neptune codes. It is recommended to arrive 5-10 minutes before start, so that the changing and the registration do not interfere with the practice.

For those who check in, but then leave the class before its end, the actual lecture or practice will be signed as „not fulfilled” in the online catalogue.

The maximum delay on the practice, it would be accepted is 10 min., after that time you can not join the practice.

Your schedule would be made in the form that you have enough time to come from one place to the other.

The minimum requirements will be considered fulfilled and the semester will be accepted based on the database of our online registration system. The Department is not obliged to share database information with students, so if you want to keep track of your attendances, use the checkbox option in the Moodle-system.

Plastic card



The plastic card, given before the start of the autumn semester, serves to register all the students quickly, thus you are required to bring your card along for all our lectures and practices. If you arrive without your plastic card, your registration can take place only after the end of the class, because manual registration takes more time, and that would put the start of the class behind. You will need your plastic card throughout the entire semester.

Due to financial and technical reasons it is not possible to replace a lost card, therefore you are supposed to safely guard your card throughout your 5th year studies.



Feed-back System

One of the measurements we take in order to achieve quality education is our effort to build in students needs and feedbacks into our lectures and practices.

Our anonymous, on the spot feedback system, by which you have the chance to directly share your opinion about and after every lecture and practice, has been a great success for years.

Please help our work by regularly filling out our short feedback forms. They are collected by our demonstrators or instructors at the end of the class.



Demonstrators



Our demonstrator students will guide you and help the instructor or lecturer during practice and lecture. As they represent our Department, please do not hesitate to ask for their help if you have any technical question or problem in connection with the lectures, practices and exams.

The demonstrator student will give you guidance as to whom to contact with your questions in order to get the necessary answers as soon as possible.



You are welcome to send any remark, suggestion, question or request to aitkoktatas@gmail.com, we will try to answer as soon as possible.



We wish you to enjoy our lectures and practices we prepare and hold with so much care for our dear students!



Sincerely yours,

dr. Peter Vass

Tutor of Emergency

Professorship Group for Emergency Medicine and Oxyology

Department of Anesthesiology and Intensive Therapy

