

EM I

Announcement concerning the semifinal examinations

TIME AND PLACE

- Semifinal examinations are held in the *Histology laboratories* (written test and Histology part) and subsequently in the *Lenhossek lecture hall* (Macroscopy part).
- **Examinations** start at **13.00** on the days announced in neptun.
- **Registration** is closed **48 h prior** to the examination.

ON THE DAY OF THE EXAMINATION PLEASE LEAVE YOUR COAT/BAG/RUCKSACK IN A LOCKER AT THE HISTOLOGY FLOOR AND BE IN FRONT OF THE HISTOLOGY LABORATORY LATEST BY 12.45 EQUIPPED WITH THE FOLLOWING ITEMS:

- **Suitable padlock to lock away your valuables in a locker**
- **ID card**
- **Pair of anatomical forceps**
- **SEKA name & password** - Please make sure you have/remember to a working (valid, viable) access. *DO NOT STORE IT IN YOUR MOBILE PHONE AS YOU ARE NOT ALLOWED TO TOUCH THE PHONE DURING THE WRITTEN TEST, BUT RATHER, WRITE IT DOWN ON A SMALL PIECE OF PAPER!*
In case somebody cannot access the account and/or the written test because of NOT having a viable name&password, the examination is immediately finished with a fail (1) and the student will have to leave the room.
- **Pens** - Neither pens/pencils nor sheets of papers may be at hand during the written test, these may only be used for the Histology part of the examination. Therefore students will be asked to leave their pens /pencases in a place allocated by the teaching staff.
- In case of a repeated examination, the 1st retake is free of charge, however for the 2nd or the 3rd retakes you need to present us with a **proof of payment**, without which the examination may not be started.

NO FOOD OR DRINK IS TO BE CONSUMED WITHIN THE EXAMINATION ROOMS

STEPS OF THE SEMIFINAL EXAMINATION

- **Written test** – altogether 40 simple and multiple choice questions (passing rate 60% in both parts)
- **Histology practical test** – 2 slides
- **Anatomy practical test** – identification of structures/organs on prosections together with the relevant theoretical and embryological backgrounds (drawings of certain regions may be required as part of the examination)

WRITTEN TEST

1. 10 questions in Embryology

Time: 15 minutes, then the test is evaluated by the moodle system, 60% is the passing rate. Students not reaching 60% percent cannot continue (i.e. fail) the examination and should pick up their belongings and leave the room without disturbing their peers writing the 2nd part of the test.

2. 30 questions in *Macroscopy* and Histology (theory)

Time: 40 minutes, then the test is automatically evaluated and graded by the moodle system, here again is 60% the required passing rate. Students not reaching 60% percent cannot continue (i.e. fail) the examination and should pick up their belongings to leave the room.

RULES AND REGULATIONS CONCERNING THE WRITTEN TEST

- Students entering the examination room will have to switch off their mobile phones and put them down, together with their pencil cases, in a place allocated by the teaching staff. Other devices, i.e. smart watches, tablets or notebooks should be stored away from the students writing the examination.
- Students using illegal devices, or trying to cheat during the examination, will be suspended and a legal procedure will follow.
- The result of the written test makes up for the 50% of the final mark of the examination in case neither of the subsequent exam parts result in a failure. The points of the test will be calculated as decimal numbers using a conversion formula.
- **Students may view their tests for a period of 5 minutes following a semifinal examination, however, neither questions may be asked nor notes may be taken during this time.**

Please note that students ARE NOT ALLOWED to leave the site of examination before, or during, the viewing period.

- Students failing the examination in a subsequent, practical, part may be exempted from the written test during the retake examination **ONLY** if they gained a good (4), or excellent (5), result from the written test. Nevertheless, on the day of the retake examination they must be present at 13.00, i.e. at the beginning of the examination, irrespective of being exempted from the written test.

In case the examination needs be postponed to the following (spring) examination period as a CV exam, the exemption expires and so the test will have to be written again.

HISTOLOGY PART

- Upon finishing the written part, students will be seated by one seat apart and given a plain sheet of paper together with the numbers of two slides. If the number of students is higher than the available seats (approximately 25 in a room) they will have to wait in the Hall in front of the Histology laboratory's main entrance.
- The numbers on the sheet correspond to the slides to be viewed. Students may only use the sheets given by the department during the preparation time. The slides are the same as those used during the semester, however, the numbers are different. Neither do they correspond to the numbers of slides the students may reach via the distant/home access at the itc.semmelweis.hu site.
- Following a 10 minutes preparation time one of the examiners will examine the students. The identification of tissues/structures is required together with relevant theoretical and embryological backgrounds.
- Presentation of the Histology notebook is not obligatory.

- The Histology sheets are collected by the examiners, no notes may leave the site of examination.
- Students will get two marks (between 1-5) during this part of the examination which are recorded, together with the numbers and names of the slides, on the examination card.

If one of the marks is a fail (1), the examination is terminated by a failure (1) and will have to be retaken.

MACROSCOPY PART

- Students successfully finishing the Histology part should pick up all their belongings from the Histology laboratory and proceed to the Lenhossék Lecture Hall to continue with the 3rd part of the semifinal examination. They are allowed to have a short break between the two practical parts.
- Rubber gloves and labcoats are provided by the department
- Students should sit down in the lecture room to wait to be examined by a teacher different from the one at the Histology part.
- Topics include the bones, joints, muscles, vessels and nerves of the limbs, together with further vessels seen on the limbs (e.g., the branches of the axillary artery, etc.). Bones of the skull and the trunk.
- There is no preparation time while being examined at the prosections. Further questions other than the identification of the presented specimens may arise, e.g. discussing the embryological relevances, or students may be asked to produce schematic drawings of certain regions as part of the examination.
- Here the students will be given 3 marks (between 1-5) from the following topics:
 - 1.) Upper limb together with the girdle (bones, joints, muscles, vessels, nerves)
 - 2.) Lower limb together with the girdle (bones, joints, muscles, vessels, nerves)
 - 3.) Bones and spaces of the skull, as well as of the trunk

If one of the marks is a fail (1), the examination is terminated by a failure (1) and will have to be retaken.

GENERAL RULES AND REGULATION CONCERNING THE GRADING OF THE SEMIFINAL EXAMINATION

- If a part of an examination results in fail (1), the entire examination is terminated with a failure (1).
- In case the result of one of the parts is a „discretionary fail” i.e. ½, the overall result of the examination CANNOT be better than a pass (2). Therefore a 2nd ½ is not „available”, but results in the immediate termination of the examination by a failure (1).
- Examinations are finished in the Lecture Room, **where a mark is calculated from the marks gathered during the examination as well as from the dissection room mark given by the Tutor.**
- Examinations can only be retaken following a full 48 h gap between the two examination days, therefore students who fail the examination on a Tuesday cannot repeat the exam at the next occasion on Thursday.
- The prerequisite of registering for Anatomy 2 is a successful examination in Anatomy 1. In case the exam has not been successfully passed in the present examination period it may be postponed without any special permission to the next (spring) examination period as a CV exam, however, only the remaining exam chances can be used. Furthermore it does not mean that the student in case may also register for Anatomy2. To register for Anatomy1 as a CV course parallel to Anatomy2 as a regular course (i.e. applying for a **joint registration**) is **ONLY possible if the average of the two midterms is at least 3.00**. Absences are calculated as 0.

- **Retake of a successful examination** - students unhappy with the result of the examination may apply in writing with the Course Director, to resit for the examination. They cannot register in neptun without a prior permission and should bear in mind that a retake of the examination does not necessarily result in getting a better mark.
- **The number and capacity of examination days announced in neptun cannot and will not be further increased.** The total number of examination seats is set (200% of the number of students in a given course), therefore „chances” left will not automatically entitle the students to enroll in an examination if the actual number of a given day/week is full. I.e.,the number of examination seats will not be increased.
- Technical problems concerning registration or deregistration via the neptun system are beyond the scope of the Department (or the Course Director), student should bear full responsibility for looking after these issues. The Registrar of the Foreign Secretariat is not entitled to intervene and register or deregister students with the only exception of using the 4th chance upon getting the Dean’s permission.
- **Consultations (revision):** Open dissection room consultations will be available (to be announced later, please keep looking at the homepage) in the NEW DISSECTION ROOMS (top floor). There are no consultations in Histology since students may access the slide via the moodle system.

****Topics for the theoretical / written test* (for further details/topics see in the **Handbook**)***

- **General** osteology, arthrology and myology
- **Upper limb + girdle** (bones, joints, ligaments, muscles, blood vessels starting from the brachial artery, peripheral nerves starting from the cords/fascicles of the brachial plexus).
- **Lower limb + girdle** (bones, joints, ligaments, muscles, blood vessels starting from the femoral artery, peripheral nerves starting from the branches of the lumbosacral plexus).
- **Trunk** - bones, joints and muscles (**the superficial back muscles are asked in full** – detailed description of origin, insertion, action and innervation; while **the deep back muscles** are asked according to the pdf/description uploaded in the homepage separately).
- **Abdominal muscles**, hernia canals; HOWEVER, the diaphragm together with the pelvic floor will not form part of the present examination.
- **Neck** (bones, joints, all muscles – i.e. cervical components of the erector spinae muscle, deep neck muscles, scalenus group together with the sternocleidomastoideus muscle, infrahyoid muscles), HOWEVER the boundaries and content of the triangles of the neck will not be part of the present examination).
- **Skull** - full and detailed description (except for the walls of the tympanic cavity and bony labyrinth), muscles of mastication, muscles of facial expression, floor of the mouth (oral diaphragm – suprahyoid muscles).

Dr. Andrea D Székely
Associate Professor
Course Director