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1 **PHASE 1: INTRODUCTION**

Welcome to the Department of Basic Medical Sciences (BMS) and Department of Pathology and Laboratory Medicine (PALM) and the Phase 1 of the IIUM medical programme. This is your first step of you becoming a doctor, *InsyaAllah*.

During the first two years, your teachers from the Departments of BMS, PALM, Psychiatry and Community Health and some other clinical departments will lay the foundation of your undergraduate course. Throughout Phase 1 you will be given insights of the clinical training that you will get in the clinical years (Phases II and III).

Apart from interactive lectures, we emphasize self study and group work. This is achieved with study strategies such as problem based learning (PBL), student seminars, practical classes, cadaver dissection and other group presentations. Students are also encouraged to form congenial study groups other than PBL and practical groupings.

Phase 1 lecturers from the BMS, PALM and others will teach disciplines such as Anatomy, Biochemistry, Biostatistics, Epidemiology, Microbiology, Immunology, Parasitology, Pathology, Pharmacology, Physiology and Psychology. Clinical relevance is introduced throughout. We have excellent lecturers with strong academic qualifications in their respective disciplines. To assist students who may need closer guidance, a performance monitoring system, the mentor/mentee system, is in place. Students can meet their mentors and seek advice on academic/social matters. Students who require any other form of assistance are requested to see the Head of Department of BMS or an academic staff. The library has some light reading materials and newspapers in English for students who would like to further improve their language skills.

You are strongly urged to study diligently from the onset and revise work regularly. Punctuality and attendance is of primary importance. Manage your time well if you wish to keep abreast of your study and also involve in the extra-curricular activities in the Kuantan Campus.

We wish you success and pray that all of you graduate as doctors, *InsyaAllah*.

Prof. Dr. Mohamed Imad Al-Deen Mustafa  
**Head, Department of Basic Medical Sciences.**
2 ADMINISTRATION

A. Basic Medical Sciences Office

The administration office of Phase 1 will be in the Department of Basic Medical Sciences (BMS) and is located at level 2 of the Kulliyyah of Medicine building, Indera Mahkota Campus (IMC). The Head of Department is Prof. Dr. Mohamed Imad Al-Deen Mustafa. Administrative Assistant is Sr. Rabiatul Aqilah Abdul Razak. Students are encouraged to deal with this office for any matters relating to the department such as collecting of time tables, confirmation of class or lectures, and returning of attendance sheets or other matters. Announcements for students and examination results will be posted at the notice board located near this office.

B. Kulliyyah Administrative Office

The Dean’s Office is located in the main Administrative Office while the Deputy Dean’s Office is next to it, on the ground floor (Level 1) of Kulliyyah of Medicine building, IMC.

![Organizational Chart]

Dean
Prof. Dr. Azmi Md Nor

Deputy Dean
(Academic & Industrial Linkages)
Assoc. Prof. Dr. Ahmad Marzuki Omar

Deputy Dean
(Postgraduate & Research)
Prof. Dr. Jamalludin Ab.Rahman

Deputy Dean
(Student Affairs & Alumni)
Assoc. Prof. Dr. Razman Che Rus

Students undergoing Phase 1 may be dealing mostly with the Deputy Deans of Academic and Student Affairs only. Matters relating to academic performance of students are taken care of by the Deputy Dean Academic, while matters relating to student activities, such as discipline, counseling, co-curriculum; and the Medical Students Association (MSC) are handled by the Deputy Dean Student Affairs.

C. One Stop Student Centre (OSC)

This unit is located at the Office of Campus Director (OCD) building, IIUM Indera Mahkota Campus (IMC). It takes care of student welfare such as application of scholarship, financial advance, khairat and zakat application.

In addition, this unit is also responsible for screening of applications and monitoring of student activities. OSC is also involves in registration of courses for other Kulliyyah but not for Kulliyyah of Medicine.

All academic matters for Kulliyyah of Medicine (during Phase 1) will be taken care of by the Department of Basic Medical Sciences and the Deputy Dean Academic.
3 **STAFF - Phase 1**

The BMS and PALM have Professors, Associate Professors, Assistant Professors and lecturers from various specialties in basic medical sciences such as Anatomy, Physiology, Biochemistry, Pharmacology, Pathology, Immunology, Parasitology and Microbiology.

### A. LIST OF ACADEMIC STAFF (BMS & PALM)

<table>
<thead>
<tr>
<th>Department</th>
<th>Academic Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Anatomy/Histology</strong></td>
<td>Assoc. Prof. Dr. Emad Mohamad Nafie Abdel Wahab</td>
</tr>
<tr>
<td></td>
<td>Assoc. Prof. Dr. Imad Matloub Dally Al-Ani</td>
</tr>
<tr>
<td></td>
<td>Asst. Prof. Dr. Zunariah Buyong</td>
</tr>
<tr>
<td></td>
<td>Asst. Prof. Dr. Saad Mohamad Abdulrazzaq</td>
</tr>
<tr>
<td></td>
<td>Asst. Prof. Dr. Yusoff Sharizal Yusoff Azmi Merican</td>
</tr>
<tr>
<td></td>
<td>Dr. Hazulin Mohd Radzuan (Study leave)</td>
</tr>
<tr>
<td></td>
<td>Dr. Wan Muhammad Salahudin Wan Salleh (Study leave)</td>
</tr>
<tr>
<td></td>
<td>Dr. Shahida Saharuddin (Study leave)</td>
</tr>
<tr>
<td></td>
<td>Dr. Khodijah Zulkiflee</td>
</tr>
<tr>
<td></td>
<td>Dr. Faridah Ismail (Study leave)</td>
</tr>
<tr>
<td><strong>Physiology</strong></td>
<td>Asst. Prof. Dr. Aszrin Abdullah</td>
</tr>
<tr>
<td></td>
<td>Asst. Prof. Dr. Maizura Mohd Zainudin</td>
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<tr>
<td></td>
<td>Asst. Prof. Dr. Roslina Abd Rahim</td>
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<tr>
<td></td>
<td>Dr. Wan Fatien Nabiela Wan Omar (Study leave)</td>
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<tr>
<td></td>
<td>Dr. Norbaiyah Mohd Bakrim (Study leave)</td>
</tr>
<tr>
<td></td>
<td>Dr. Azril Shahreez Abdul Ghani (Study leave)</td>
</tr>
<tr>
<td><strong>Biochemistry</strong></td>
<td>Assoc. Prof. Shaikh Mizanur Rahman</td>
</tr>
<tr>
<td></td>
<td>Dr. Noraihan Mat Harun</td>
</tr>
<tr>
<td></td>
<td>Dr. Nurul Ashikin Muhammed Musa (Study leave)</td>
</tr>
<tr>
<td></td>
<td>Dr. Mohd Afzal Alias (Trainee)</td>
</tr>
<tr>
<td><strong>Microbiology/Immunology</strong></td>
<td>Prof. Dr. Mohamed Imad Al-Deen Mustafa Mahmoud</td>
</tr>
<tr>
<td></td>
<td>Asst. Prof. Dr. Hairul Aini Hamzah</td>
</tr>
<tr>
<td></td>
<td>Asst. Prof. Dr. Hanan Hamimi Wahid</td>
</tr>
<tr>
<td></td>
<td>Dr. Aniza Pakeer Oothuman (Study leave)</td>
</tr>
<tr>
<td></td>
<td>Dr Mohd Asyraf Abdul Jalil (Trainee)</td>
</tr>
<tr>
<td><strong>Parasitology</strong></td>
<td>Prof. Dr. Pakeer Oothuman B. Syed Ahamed</td>
</tr>
<tr>
<td></td>
<td>Asst. Prof. Dr. Dr. Soraya Ismail</td>
</tr>
</tbody>
</table>
Pathology/Chemical Pathology/Haematology/Histopathology
- Prof. Dr. Naznin Muhammad
- Assoc. Prof. Dr. Norlelawati A. Talib (Head of Department)
- Assoc. Prof. Dr. Nor Zamzila Bt. Abdullah
- Asst. Prof. Dr. Asmahan Hamdan
- Asst. Prof. Dr. Azliana Abd Fuaat
- Dr. Nurul Hasanaah Mustafar (Study leave)
- Dr. Norhidayah Kamarudin (Study leave)
- Dr. Khairunnisa Ahmad Affandi (Study leave)
- Dr. Nordhamirah Naasiruddin (Study leave)

Pharmacology
- Assoc. Prof. Dr. Abdelkader Albadawy
- Asst. Prof. Dr. Wael Mohamed
- Asst. Prof. Dr. Norsidah Ku Zaifah
- Dr. Zulaikha Banu Aye
- Dr. Mohd Fadly Mohd Noor
- Dr. Nour El Huda Abd Rahim
- Dr. Hidayatul Radziah Ismawi (Study leave)
Lecturers from the Departments of Psychiatry and Community Medicine are also involved in the teaching of Phase I (Year 1 Block 2 and Year 1 Block 4). Clinical lecturers are invited to give specific lectures. Their names are listed in the Student Undergraduate Prospectus. From time to time, prominent guest lecturers from other medical institutions and the Hospital Tengku Ampuan Afzan (HTAA) will also be invited to give lectures.

Non-academic staff ensures the smooth running of the department teaching-learning activities. They comprise of administrative and technical staff such as Administrative Assistant and Medical Laboratory Technologists (MLT).

B. List of Non-Academic Staff (BMS & PALM)

<table>
<thead>
<tr>
<th>Name</th>
<th>Post/ Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sr. Rabiatul Aqilah Abdul Razak</td>
<td>Administrative Assistant (PA, BMS)</td>
</tr>
<tr>
<td>Nur Aimi Azman</td>
<td>Administrative Assistant (PA, PALM)</td>
</tr>
</tbody>
</table>

Science Officers

- Sr. Zatur Rawiah Kamaruzaman (Molecular & Biobank)
- Sr. Norsyafini Ahmad Marzuki (Biochemistry & Haematology)
- Sr. Madia Baizura Bahrin (Microbiology & Parasitology)
- Sr. Norhayati Bujang (Pharmacology & Physiology)

Senior medical laboratory technologists

- Br. Abdul Mubin M.Y. Hassan Chief MLT (covering)
- Br. Mohd Shariman Ghazali Physiology/Pharmacology
- Br. Zulnizam Azdan Physiology/Pharmacology
- Br. Mohd Maizam Maideen Histology & Imaging
- Br. Awang Mat Zainal Centralized Teaching Laboratory
- Br. Zir `Ainur Qarimie Zakaria Microbiology/Parasitology
Medical laboratory technologists

**Central Teaching Laboratory**
- Br. Abdul Mubin M.Y. Hassan
- Br. Awang Mat Zainal
- Br. Mohd Dhiyaulhaq Halim

**Histology & Imaging**
- Br. Mohd Maizam Maideen
- Br. Muhammad Faiz Miskam
- Br. Kyairul Anuar Jamaluddin

**Pharmacology & Physiology**
- Br. Mohd Shariman Ghazali
- Br. Zulnizam Azdan
- Hj. Suhaimi Hashim
- Br. Saiful Fairul Abu Bakar
- Br. Zulnizam Azdan

**Biochemistry & Haematology**
- Br. Aidil Azhar Dubi
- Br. Azri Rasid
- Sr. Hanizah Noor Awalludin
- Br. Mohd Qusyairi Azli Mohd Azhar

**Microbiology, Immunology & Parasitology**
- Br. Zir ‘Ainur Qarimie Zakaria
- Br. Mohd Shariffuddin Hassan
- Sr. Nor Zaimah Abdul Razak

**Proteomics**
- Sr. Rina Dahari

**Histopathology & Cytogenetic**
- Sr. Wan Norulkhamisa Wan Muda
- Br. Mohd Hanif Mohd Kasmuri

**Molecular & Biobank**
- Sr. Nur Nadia Othman

**Mortuary Attendants (Museum & Dissection Hall)**
- Br. Juraimy Kejoh
- Br. Naazrai Abdul Wahab
- Br. Muhammad Syafiq Said (Health Attendant)

**Laboratory Assistant**
- Br. Mohd Fadhililullah Mohamad Yusof
The Phase 1 introduces students to the Basic Medical Sciences (Anatomy, Histology, Biochemistry, Physiology, Pathology, Microbiology, Immunology, Parasitology, Haematology and Pharmacology) in addition to Behavioural Sciences and Community Medicine. The Phase 1 of the programme is expected to provide students with a sound foundation in Basic Medical Sciences prior to proceeding to the clinical phases - Phase II and Phase III (Year 3-5).

Islamic Input in Medical Programme (IIMP) is imbued in an integrated manner so that the students appreciate the relevance of each of the disciplines. **The medium of instruction of all academic activities is English.**

The Phase 1 is divided into 8 blocks (4 blocks/year (refer Kulliyyah of Medicine Prospectus). Each year comprises of four blocks which are managed by Block Coordinators from the Department of BMS. However, Year 1 Block 4 consisting of 7 weeks is managed by the **Department of Community Medicine.**

<table>
<thead>
<tr>
<th>Year 1 Coordinator:</th>
<th>Asst. Prof. Dr. Hairul Aini Hamzah</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 2 Coordinator:</td>
<td>Asst. Prof. Dr. Yusoff Sharizal Yusoff Azmi Merican</td>
</tr>
<tr>
<td>BMS Laboratory Coordinator:</td>
<td>Asst. Prof. Dr. Soraya Bt Ismail</td>
</tr>
<tr>
<td>PBL Coordinator of Year 1:</td>
<td>Asst. Prof. Dr. Soraya Bt Ismail</td>
</tr>
<tr>
<td>PBL Coordinator of Year 2:</td>
<td>Asst. Prof. Dr. Norsidah Ku Zaifah</td>
</tr>
<tr>
<td>IIMP Coordinator:</td>
<td>Dr. Mohd Afzal Alias</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Block</th>
<th>Block Coordinators</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 Block 1</td>
<td>Dr. Mohd. Asyraf Bin Abdull Jalil</td>
</tr>
<tr>
<td>Year 1 Block 2</td>
<td>Dr. Zulaikha Banu Aye</td>
</tr>
<tr>
<td>Year 1 Block 3</td>
<td>Asst. Prof. Dr. Hanan Hamimi Wahid</td>
</tr>
<tr>
<td>Year 1 Block 4</td>
<td>Asst. Prof. Dr Hashima E Nasreen</td>
</tr>
<tr>
<td>Year 2 Block 1</td>
<td>Dr. Mohd Afzal Bin Alias</td>
</tr>
<tr>
<td>Year 2 Block 2</td>
<td>Asst. Prof. Dr. Wael Mohamed</td>
</tr>
<tr>
<td>Year 2 Block 3</td>
<td>Asst. Prof. Dr. Maizura Zainudin</td>
</tr>
<tr>
<td>Year 2 Block 4</td>
<td>Asst. Prof. Dr. Saad Mohamed Abdulrazzaq</td>
</tr>
</tbody>
</table>
A. Objectives

Expected Knowledge

- A good foundation in the basic medical science subjects (Anatomy, Histology, Biochemistry, Physiology, Pathology, Microbiology, Immunology, Parasitology, Haematology and Pharmacology)

- Be able to describe the structure and functions of the various organ systems in the body as well as the pathophysiology, basic pathology and the clinical features of the common/important diseases of the various organ systems (cardiovascular, respiratory, haemopoetic, alimentary, hepatobiliary, endocrine, reductive, renal, musculoskeletal and central nervous systems

- Know the principles of basic laboratory investigations that are usually performed when investigating common/important diseases

- Be able to perform and interpret simple laboratory tests

- Develop good communication skills

- Acquire a good foundation in Behavioural Science, Biostatistics, Epidemiology, Community Health and Medical Sociology.
Attitude and Knowledge

We would like our students to develop excellent attitude towards study, and life in the campus. This is an essential trait of a doctor. In order to do that, we would like you to:

- develop the ability to do self directed learning
- acquire appropriate attitude and professional behaviour
- develop appropriate communication skill
- develop critical reasoning and thinking skills

The medical programme uses traditional, independent-learning and interactive methods of imparting knowledge such as interactive lectures, practical classes, tutorials, Problem-Based Learning (PBL), case discussion, clinical correlations, hospital visits, student seminars, directed self learning, medical museum sessions and clinical skill laboratory sessions. Timetable for academic activities will be distributed to students before the commencement of each block. Interactive class schedules should not be changed unless agreed by the block coordinators.

B. Lectures

Interactive sessions for year 1 are conducted in Lecture Hall 1 which is located on the ground floor (Level 1). Lecture topics mainly focus on Basic Medical Sciences which are taught in an integrated approach. The modules include normal structure and function of human cell, tissue and body systems, normal response and process to disease states, body reactions to physical, chemical and biological agents. Biostatistics and epidemiology will be taught in Year 1 Block 4.

In year 2 the focus will be on specific body systems which apply the knowledge that they have gained in the year 1.

The modules in year 2 include cardiovascular, respiratory, blood and blood forming organs, the alimentary and hepatobiliary systems, the endocrine, reproductive, urinary, locomotor and nervous systems.
C. **Practical sessions**

Practical sessions are conducted to complement and supplement lectures. There are 10 fully equipped multidisciplinary laboratories on the Level 2 of the Kulliyyah of Medicine building of Indera Mahkota Campus. Students are divided into groups to facilitate the conduct of experiments and procedures. These activities are facilitated by lecturers from the respective disciplines and Medical Laboratory Technologists. **The use of laboratory white coat is compulsory during practical sessions** and students are required to comply with all the safety precautions in the laboratory. At the end of each practical session, students may be required to do practical reports as needed by the lecturers. Laboratory activities include cadaver dissection (for anatomy), experiments (for Physiology, Biochemistry, Haematology, Pharmacology, Immunology, Microbiology and Parasitology), specimen display (for Histopathology, Haematology, Microbiology and Parasitology) and microscopy teaching (for Histology, Histopathology, Haematology and Parasitology).

D. **Tutorials**

Tutorials are held on a regular basis covering the main topics of disciplines covered in lectures. A short quiz/test may be held to facilitate discussions.

E. **Clinical lectures/Clinical Correlation Classes**

Some clinical correlation classes are held to show some important clinical states. Patients from the HTAA are brought into the classroom and the lecturer discusses the cases. A briefing will be done on this aspect.

F. **Visits**

Students are occasionally taken to visit various departments in the Hospital Tengku Ampuan Afzan (HTAA), our teaching hospital. In year 1, students will be divided into small groups and they will take turns to visit the hospital. The visits are conducted by the Medical Education Unit. Apart from that student will also have the opportunity during their posting in Year 2 and in Block 3 of Year 1 to learn about routine diagnostic and procedure. These are related to disciplines of Microbiology and Immunology and Haematology.

G. **Problem Based Learning (PBL)**

PBL is a form of student-centered learning through problem-case approach. PBL sessions are organized for every block in a small group consisting of 10-12 students. It is carried out once a week. Normally, 4 PBL topics will be discussed in a block and each PBL topic will be discussed in 2 sessions (2 hours per session). During each session, students will have to appoint a chairperson to conduct the discussion and a scribe to write down salient points.

Lecturers act as facilitators and they will observe and guide the discussion. It is compulsory for every student to participate in the discussion. Trigger 1 will be given to students a few days prior to session 1. In session 1, the other 3 triggers will be given. Chosen topics are cases of medical condition related to the subject of the current running block. At the end of the discussion, students will have to arrive at a final diagnosis and conclusion. Each student will be assigned a task to be discussed in the next session. In session 2, student will present their assignment reports and continue the discussion of the case. Students will be assessed by the lecturer individually and also as a group based on their communication skills, participation in discussion, leadership skills and attitude. Students are encouraged to participate actively. A briefing will be done on this aspect.

H. **Case Discussion**

Case Discussion is also a form of student-centered learning just like PBL but simpler. In case discussion, students will be given a case in advance before their discussion session with lecturers. Students will have to
discuss the case and answer the questions given in their respective group and only present their findings during the session with lecturers.

I. Self-Directed Learning (SDL)

Some important topics in each discipline will be selected for SDL. In each session, students are guided to find the information on their own using the available resources such as books, internet, journals etc. The subject covered in SDL will be tested in the examination.

J. Student Seminar

In Phase I, each student has to work in a group to produce an interesting and good presentation. Students are divided into groups of 4-5 and a topic of current medical relevance (i.e.: alternative medicine, history of medicine, molecular techniques, etc) is assigned to them. Each student is required to present only once during the two years.

Topics are given early in the block in order to give sufficient time to prepare. Students can also suggest topics for consideration of the Department. A supervisor-cum-advisor is assigned to each group. Students are required to do search for materials on their own from libraries, from local bodies and experts outside the Kulliyyah. Each student is to present a part of the topic in a formal manner. Techniques of good presentation are stressed. Lecturers will evaluate student presentation on content, skills of presentation and clarity of the facts.

Marks scored are included as part of continuous assessment (5%) for the professional examination at the end of Year 2.
Attendance to lectures, practical, PBLs, student seminars and other academic activities is compulsory. Students with poor attendance record may be called up and may be barred from taking exams. The class leader is responsible to distribute the attendance sheet and to submit them to the BMS office. Attendance will be closely monitored by a lecturer. Students who are sick must submit their medical leave certificate to the BMS office. Medical leave certificate from Family Health Clinic (FHC), government hospital or clinic; private clinic are acceptable but it has to be endorsed by the Deputy Dean Academic. The lecturer in-charge of the attendance matter is Asst. Prof. Dr. Norsidah Ku Zaifah.

A. Medical Museum

The museum is equipped with charts and illustrations in Anatomy, Histology, Microbiology, Immunology, Pathology, Haematology, Parasitology and Forensic Pathology. This is another area of student independent study. There are over 156 pots (with case write-up on them) of pathological specimen, 19 adult cadavers, 3 baby cadavers, and 120 anatomical models. There are also potted specimens of poisonous snakes of Malaysia, Ascaris intestinal blockage, fetuses, etc. In addition, the collections are being done continuously. Microscope and boxes of specimens (Histology, Pathology, Parasitology) are also placed for students to do independent study.

B. Computer Laboratory

A computer laboratory is located at the Level 2, Kulliyyah of Medicine building, Indera Mahkota Campus (IMC). This laboratory is equipped with computers and internet facility. It is opened to students every working day including Saturday and Sunday. Students are required to register their name and necessary details in the Computer Lab Log Book every time they want to use the computer and they are bounded to rules and regulation of the computer Lab. Printing service is available with a small payment.

C. Library

The IIUM Library (Kuantan) is located behind Kulliyyah of Medicine building at Indera Mahkota Campus. This library caters the need for all the Kulliyyahs in Kuantan Campus. The library collection was built up over the years to meet the teaching, learning and research needs of the students and staff of IIUM (Kuantan), encompassing various subjects.

The Library has a large of materials in various formats such as books, serials, audio-visuals and electronic materials. In addition to providing access to the Internet, the library also subscribes to many full-text online databases and electronic journals. The Library uses the Library of Congress List of Subject Headings and Classification Scheme to organize its collections.

The library also has some light reading material in English and newspapers. Membership is open to all students and academic staff of IIUM. Acceptance of others as External Members is upon approval of the Chief Librarian on the advice of the Dean.
LIBRARY’S OPENING HOURS

<table>
<thead>
<tr>
<th>Day</th>
<th>During Semester/Block</th>
<th>During Revision &amp; Exam Week</th>
<th>Semester &amp; Block Break</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon-Thu</td>
<td>8am-1pm</td>
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<td>8am-1pm</td>
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<tr>
<td></td>
<td>2pm-11pm</td>
<td>2pm-11pm</td>
<td>2pm-5pm</td>
</tr>
<tr>
<td>Fri</td>
<td>8am-12.15pm</td>
<td>8am-12.15pm</td>
<td>8am-12.15pm</td>
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<td></td>
<td>2.45pm-11pm</td>
<td>2.45pm-11pm</td>
<td>2.45pm-5pm</td>
</tr>
<tr>
<td>Sat</td>
<td>9am-1.30pm</td>
<td>9am-1.30pm</td>
<td>CLOSED</td>
</tr>
<tr>
<td>Sun</td>
<td>9am-5.30pm</td>
<td>9am-5.30pm</td>
<td>CLOSED</td>
</tr>
<tr>
<td>Public Holidays</td>
<td>CLOSED</td>
<td>9am-5.30pm</td>
<td>CLOSED</td>
</tr>
</tbody>
</table>

D. Medical Teaching Technology Resource Centre (MTTRC)

The MTTRC unit in Kuantan Campus offers various printing and publication services such as printing, laminating, scanning, video editing, CD burning, digital photocopy, etc for personal use and funded projects at a reasonable price. This unit is located on the ground floor, Indera Mahkota Campus. A nominal sum is charged for these services.

E. Family Health Clinic (FHC)

Family Health Clinic is located at in front of IIUMMC. Medical officers and staff nurses are available at the clinic from 8.00 am until 10.00 pm from Monday to Thursday, 8.00 am until 12.15pm, 2.45 until 10.00 pm on Friday and 8.30 am until 1.30pm on Saturday. The clinic is closed on Sunday.

FHC will provide services for cold cases or non-emergency medical cases only. In case of emergency, the students should directly go to the Emergency Department of Tengku Ampuan Afzan Hospital, Kuantan or IIUM Medical Centre. Students should not contact specialist of the Kulliyyah directly, but must go via the doctors on duty in the FHC.

F. Mosque, Library and Sport Complex are available in the Campus.
MENTOR/MENTEE SYSTEM

In this system, a lecturer is appointed as a mentor to 7-8 students (mentees) whom students can meet to discuss their academic or social problems. All examination results will be distributed to students through the mentor. Mentors will offer invaluable advice on life coping in the campus. A Student Portfolio is in use for maintaining student progress.

Students may also meet any OTHER lecturer and ask for assistance.

Students are requested to seek ADVICE QUICKLY if they are facing any major problems.

PORTFOLIO

All Year 1 students are required to keep a designated student portfolio that has to kept until the final year. Portfolio is collections of student work which provide evidence of achievement of knowledge, skills, attitude, understanding and professional growth through a process of self reflections on learning over a period of time. The content of the portfolio includes reflection on learning experience (in any academic activities such as in PBL, Practical, Tutorial etc), identification on further learning needs by the students themselves, group seminar presentation material, peer assessment or written assessment, published work or research projects and evidence of other achievement such as participation in quizzes, sports or debates. Every student has to keep his/her own updated file and should be ready to be submitted to the Medical Education Unit/lecturer when requested.
IIUM has introduced various modules and programmes for co-curricular packages. All courses and subjects are meant to develop student vision, personality and skills. Basically in IIUM Kuantan Campus, it is compulsory for all Muslim students in Phase 1 to sit for Fundamental Knowledge Test. If they pass this test, they will directly go to Halaqah until the end of first year. For those who fail the Fundamental Knowledge Test, they should register for Fardhu ‘Ain module. Once they finish this module, they should register directly in Halaqah until the end of first year.

In Year 2, all students have to enroll in Public Speaking Module during the first two blocks and for the next two blocks they have to enroll in Family Management and Parenting Module. For students who would like to join Tahfiz programme, they can register after undergoing an interview session.

Student who registers in Tahfiz package are exempted from registering in Halaqah and should join the other levels of Tahfiz. The details on co-curricular packages and programmes will be discussed in detail in briefing session from One Stop Student Centre (OSC) officer during orientation week.

For further information regarding compulsory subject, please contact the office of student affairs.
10 PHASE I ASSESSMENT SYSTEM

A. Block Assessment

In Phase I (Year 1 and 2) students will be assessed at the end of each block. Hence there are a total of 8 End of Block Examinations in Phase I; 4 in Year 1 and 4 in Year 2.

The assessment consists of:

- **Continuous Assessment** - 30%
- **End of Block Examination** - 70%

**Total** = 100%

The continuous assessment consists of mini tests, and problem-based learning evaluation for the respective blocks. Other forms of assessments carried out during each block may be included into the continuous assessment for the block but the total weightage will not exceed 30% of the total mark for that particular block.

The End of Block Examination consists of:

<table>
<thead>
<tr>
<th>TYPE OF QUESTIONS</th>
<th>WEIGHTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>*MCQ - True/False &amp; One Best Answer</td>
<td>125</td>
</tr>
<tr>
<td>Essay</td>
<td>75</td>
</tr>
<tr>
<td>Short Answer Question</td>
<td>50</td>
</tr>
<tr>
<td>*OSPE</td>
<td>50</td>
</tr>
<tr>
<td>Problem Based Question</td>
<td>100</td>
</tr>
</tbody>
</table>

**TOTAL MARKS** = 400

* MCQ = Multiple Choice Question
* OSPE = Objectively Structured Practical Examination
The grading system used for Phase I is as follows:

<table>
<thead>
<tr>
<th>TOTAL MARK</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>80% and above</td>
<td>PASS (Distinction)</td>
</tr>
<tr>
<td>50% and above</td>
<td>PASS</td>
</tr>
<tr>
<td>&lt;50% but ≥ 48%</td>
<td>FAIL (Redeemable fail*)</td>
</tr>
<tr>
<td>&lt;48% but ≥ 45%</td>
<td>FAIL (Borderline fail)</td>
</tr>
<tr>
<td>&lt;45%</td>
<td>FAIL (Clear fail)</td>
</tr>
</tbody>
</table>

* Students who obtained a redeemable fail mark may be upgraded to the minimum passing mark of 50% by the Board of Examiners if the overall performance (attendance, participation in the formal and informal academic activities and professionalism) is satisfactory.

B. Criteria for Proceeding to Year 2

A promotional exercise will be conducted based on the performance of the students throughout the four blocks in Year 1.

a. Students who pass all four End of Block Examinations in Year 1 will be promoted to Year 2.

b. Students who obtain
   (i) only one failure (borderline failure or clear failure)
   (ii) two borderline failures
   (iii) one clear failure and one borderline failure in End of Block Examinations in the first year will be allowed to proceed to Year 2 but will have to re-sit for the End of Block Examination(s) which he/she has failed.

d. Students who fail in three or more End of Block Examinations or obtain two clear failures (<45%) in the first year will have to repeat the first year or be advised to leave the Medical Programme.

C. Criteria for Eligibility to Sit for The First Professional Examination at The End of Year 2

The eligibility is based on the performance in all the eight End of Block Examinations conducted in Phase I (Year 1 and Year 2).

a. Students who pass all End of Block Examinations of Phase I will be eligible to sit for the First Professional Examination.

b. Students who obtain only one failure (borderline failure or clear failure) OR two borderline failures OR one clear failure and one borderline failure in End of Block Examinations in Phase I will also be eligible to sit for the First Professional Examination.

c. Students who fail in three or more End of Block Examinations or obtain two clear failures (<45%) in the End of Block Examinations of Phase I will have to repeat the second year or be advised to leave the Medical Programme.
D. First Professional Examination

a. The First Professional Examination consists of two components:

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuous Assessment</td>
<td>30%</td>
</tr>
<tr>
<td>First Professional Examination</td>
<td>70%</td>
</tr>
</tbody>
</table>

*Viva Voce* (for distinctions and redeemable failures)

b. The *continuous assessment* mark is the *average mark of the eight End of Block Examinations* which makes up 25% and the remaining 5% is derived from *seminar presentation evaluation*.

c. The format of the First Professional Examination is similar to that of the End of Block examination.

d. The passing mark to proceed to the next phase (Phase II) of the programme is 50%.

e. *Viva Voce*

In cases where the mark obtained is \( \geq 75 \% \) or a redeemable fail, a *viva voce* may be conducted to determine the final status of the students.

f. Distinction is awarded to those who obtain 80% and above following the *viva voce*.

g. Students who pass the First Professional Examination will proceed to Phase II (Year 3) of the Medical Programme.

h. Students who fail in the First Professional Examination will be given a *supplementary examination* in the following 4 to 8 weeks. Candidates who fail the supplementary examination will not be promoted to Phase II (Year 3) and they would have to repeat Year 2.

E. First Professional Supplementary Examination

a. The supplementary examination includes the following components:

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Written and Practical Examination</td>
<td>70%</td>
</tr>
<tr>
<td>Viva Voce</td>
<td>30%</td>
</tr>
</tbody>
</table>

b. The passing mark to proceed to Phase II of the programme is 50%.

c. The format is similar to that of the First Professional Examination.

d. Students who fail the supplementary examination are required to repeat the second year or be advised to leave the Medical Programme.

**NOTE:** The maximum period permitted for a student to complete Phase I of the Medical Programme is **three years**.

F. Awards

The Kulliyyah of Medicine will award the best student/s who obtain the highest marks in Phase I.
At the end of each block, students are invited to give positive feedback regarding the teaching and the programme. This is to ensure that the Department of BMS is able to improve in areas where it is deemed necessary.

**POWER TO HEAL**

Praise to Almighty  
For blessings galore  
To low and mighty  
A gift to explore.

Deep in a humble seed  
Sleeps an immense tree.  
Deep in a green weed  
Rests edible energy free.

Sown in your flesh  
Seed to heal man's ills.  
So grow and flourish  
Be a tabib with pills.

Noblest of the noble  
A profession famed  
To heal much trouble  
To help the maimed.

Though abundant it seem  
Seek knowledge with speed  
Empower and be supreme  
For the greatest of deed.

Pakeer Oothuman  
(written for Medical students)
ENQUIRIES

Should there be any inquiry, please contact:

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OR

BMS Office
Sr. Rabiatul Aqilah Abdul Razak
Administrative Assistant (PA)
Tel: 09-5704472
Email: aqilahrazak@iium.edu.my
HOW TO STUDY

Study is your own experience. Try to study with fellow students who are doing well. Form Study Groups. Discuss difficult concepts with others and it will help you remember them better. The more time you spend concentrating on the subject, the better will be your recall.

**Active studying:**
1. Use your eyes (see it), ears (say it), mouth (speak it), feel (touch it) and write it.
2. Keep repeating regularly. It will be stuck in your memory.
3. Shorten long sentences to small – it helps to remember.
4. Read difficult things over and over at different times.
5. We remember what we like- like study.

**Memory Characteristics**
- Writing things helps to remember long.
- Make it as if it is easy and useful for you.
- Link or join facts with what you like.

**Active Study Techniques**
- make lists and use mnemonics to memorize them
- write study notes
- make charts
- make jigsaws, pin on labels to study diagrams and maps
- practice what you have studied
- study with a partner

**Methods of Study**
1. Cover and test method: good for spelling, definitions, vocabulary lists, etc.
   - Read the material; Cover the material; either say it or write it; Check to see which facts you omitted; Cover and repeat.
2. Studying with a partner
3. Recite aloud
4. Over-learning: you will over-learn and never forget!
5. Study Notes: systematically

**Be a Teacher -- Test Yourself**
- Effective study method is to prepare and then answer your own questions.
  a) Study your notes well.
  b) Prepare questions which you think the teacher could ask on the test. Use past Questions.
  c) Without looking at your notes, answer the questions.
  d) Use you notes to "mark" your test.
  e) Correct your errors.
  f) If you have a friend in the same course, do each other's tests.

SQ4R Study Method: Survey: Preview the book: table of contents, index, etc. Question: Change chapter and sectional headings to questions. Read: Keep the questions in mind as you read and attempt to answer them. Recall: Think about what you just read, try recall; Write: list major ideas and clues and answers to the Qs; Review: Examine your answers, correct or fill in more detail.
IF

by Rudyard Kipling

If you can keep your head when all about you
Are losing theirs and blaming it on you;
If you can trust yourself when all men doubt you,
But make allowance for their doubting too;
If you can wait and not be tired by waiting,
Or, being lied about, don't deal in lies,
Or, being hated, don't give way to hating,
And yet don't look too good, nor talk too wise;

If you can dream - and not make dreams your master;
If you can think - and not make thoughts your aim;
If you can meet with triumph and disaster
And treat those two imposters just the same;
If you can bear to hear the truth you've spoken
Twisted by knaves to make a trap for fools,
Or watch the things you gave your life to broken,
And stoop and build 'em up with worn out tools;

If you can make one heap of all your winnings
And risk it on one turn of pitch-and-toss,
And lose, and start again at your beginnings
And never breath a word about your loss;
If you can force your heart and nerve and sinew
To serve your turn long after they are gone,
And so hold on when there is nothing in you
Except the Will which says to them: "Hold on";

If you can talk with crowds and keep your virtue,
Or walk with kings - nor lose the common touch;
If neither foes nor loving friends can hurt you;
If all men count with you, but none too much;
If you can fill the unforgiving minute
With sixty seconds' worth of distance run -
Yours is the Earth and everything that's in it,
And - which is more - you'll be a Man my son!
Department of Basic Medical Sciences (BMS)
Kulliyyah of Medicine,
International Islamic University Malaysia,
Kuantan, Pahang Darul Makmur

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