DURBAN UNIVERSITY of TECHNOLOGY

FACULTY OF HEALTH SCIENCES

DEPARTMENT OF RADIOGRAPHY

Study Guide
2011

Qualification:	**National Diploma: Radiography (D, NM, T, US)**
Qualification Code:	**3209035 (D), 3209026 (NM), 3209037 (US), 3209038 (T)**
SUBJECT:	**Radiographic Pathology II**
Subject Code:	**RPAT201**
SAPSE Code:	**090304122**
SAQA Credits:	**24 CREDITS**

Name of Lecturer	**: Mrs. R. Sunder**
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Lectures	: Theory = **4 periods/week** : Viewing Practical = **4 periods/week**
Lecture Venue	: Ritson Campus, MS 54
Experiential Learning	: Accredited Hospitals in Durban & PMB areas.
Duration of Course	: Academic **= 20 weeks** (refer 2011 year planner) : Clinical = **27 weeks – 1 day** (for WIL schedule refer to 2011 student year planner & SOW.

CONTENTS PAGES

1. Welcome and Introduction

Welcome to Radiographic Pathology II. This Learner Guide should be read in conjunction with your **DUT Student Rule Book.** The purpose of this learner guide is to provide you with all the information related to Radiographic Pathology II so that you can be informed at all times as to what is required from you and what you will be learning. It allows you to plan and manage your own learning in terms of workload and time. It is your responsibility to manage all your learning. You are expected to take an active part in the lectures by answering and asking questions. You will also need to do a fair amount of work outside the classroom e.g. doing extra reading and writing up your own notes. The information presented to you during the lecture is to be used ONLY as a framework for your notes. If you rely only on what is done in class you will not be very successful – your personal input is very important.

A brief explanation of some of the terminology that is used in this guide is required, for you to understand the technical issues that you need to fulfill the requirements of this subject.
A list of the terms and their meanings are as follows:

Learning Outcomes (LOs):

- The end-products of the learning process are demonstrated in context.

Assessment criteria (ACs):

- The standard to which learners must perform or demonstrate their knowledge, understanding, skill, actions, roles, values and attitudes stipulated in the outcomes.
- They are a clear and transparent expression of requirements against which successful or unsuccessful competence is assessed.

Assessment Strategies (AS):

- All activities that form part of an assessment – formative and summative. They include theory and practical tests, assignments, projects, portfolios, oral presentations.

Embedded knowledge (EK):

- This knowledge is critical if the learner is able to complete the qualification successfully. Learners are unlikely to achieve all the specified outcomes and the standards described in the assessment criteria, without knowledge of the embedded knowledge. This means that for the most part, the possession or lack of this knowledge can be directly inferred from quality of your performance.

2. Purpose of this Subject

This subject is designed to equip you, the learner, with the theoretical and practical knowledge of radiographic pathology, in order for you to relate this knowledge in the clinical environment. The content learnt in Anatomy I and Physiology I, is very important and is fully integrated in this subject. Radiographic Practice I learning content is also a prerequisite, especially for the pattern recognition viewing practicals.

Radiographic Pathology II is an important subject that introduces the various pathologies that patients present with in the clinical environments. Important decisions are made with respect to management and imaging of patients depending on the diseases they present with, so accurate knowledge of the subject content is critical to ensure that you will be able to produce and evaluate images of optimal quality. You need to recognize specific pathologies on medical diagnostic images and use your knowledge of pathology to adapt technique, where necessary.

The subject is divided into theory and viewing practicals. For the viewing practicals, you will be covering image appearances of diseases affecting the various systems. So, you will need to remember all your normal imaging criteria learnt in first year. You are required to review the gross anatomy to be able to identify radiographic anatomy.

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3. Learning Outcomes and Assessment Criteria

The scheme of work for the subject will be provided by your lecturer and should be obtained at the commencement of lectures. It will contain a schedule of the topics for the learning areas in the subject and the assessments, etc. Please consult the lecturer.
Table 1 shows the **syllabus** themes as follows:

CORE SYLLABUS:	DURBAN UNIVERSITY of TECHNOLOGY
1.0 INTRODUCTION TO PATHOLOGY 2.0 CELL AND TISSUE DAMAGE 3.0 INFLAMMATION 4.0 HEALING 5.0 INFECTION 6.0 IMMUNITY 7.0 NEOPLASIA 8.0 SYSTEMIC PATHOLOGY 8.1 SKELETAL SYSTEM 8.2 RESPIRATORY SYSTEM 8.3 GASTROINTESTINAL SYSTEM 8.4 GENITO-URINARY SYSTEM 8.5 REPRODUCTIVE SYSTEMS – MALE & FEMALE 8.6 ENDOCRINE SYSTEM 8.7 SKIN	

<u>Please note</u> that the following syllabus themes have been removed from this subject and will be taught in your 3rd year Radiographic Practice III subject:

- Cardiovascular system
- Haemopoeitic System
- Central Nervous System & Special Senses

Table 2 demonstrates the specified outcomes, learning outcomes and assessment criteria for this subject. **Please refer to the Work Integrated Learning Manual as well for the above.**

Learning Outcome	**Assessment Criteria**	**Assessment Strategy**
Relate the pathology and condition of the patient to their specific disciplines Recognise the specific pathologies on medical diagnostic images Prevent spread of disease/infections in their departments Use their knowledge of pathology to adapt radiographic and ultrasound techniques to suit patient's conditions.	Describe and discuss the classification of disease. Identify common signs and symptoms and relate these to radiological and oncological procedures. Discuss the role oncology and radiology play in the diagnosis of diseases. Briefly, identify the role radiology and oncology play in the management of patients. Discuss drugs used in medicine with emphases on the contrast media drugs. Know all the definitions mentioned in this section. Decipher terminology including prefixes and suffixes in terms of both normal anatomy and physiology. Discuss the origins of disease in terms of possible aetiological factors. Distinguish between normal and chronic disease patterns. Distinguish the structure of viruses and bacteria and their modes of replication. Explain the possible outcomes of stress on the healthy cell. List and discuss the different causes of cellular stress. List and discuss the different forms of cellular adaptations. Distinguish between cell injury, cell death and necrosis. Define degeneration and describe the different types of degeneration. Discuss and describe different types of infiltration and accumulation. Define necrosis and describe the different types of necrosis. Explain the complications of necrosis as applied in a radiological and a oncological departments. Distinguish between cell death and somatic death. Relate the importance the genesis of erythrocytes in radiology and	Formative – Online Quizzes Summative - Theory tests
Relate the pathology and condition of the patient to their specific disciplines	Describe and discuss the classification of disease. Identify common signs and symptoms and relate these to radiological and oncological procedures.	Formative – Online Quizzes Summative -

To introduce and expound on common pathologies of the various systems which fall into the scope of a radiographer. .	Define and describe the disease processed mentioned in respect to each system. Briefly discuss the relevance of radiological and oncological investigations of each system. Compare the common pathologies. Integrate each system with Anatomy I and Physiology I subjects and build-on knowledge.	Formative – Online Quizzes Summative - Theory tests
To introduce the normal appearances of the systems using modern imaging modalities	Briefly, integrate each system with radiographic practice and ultrasound practice subjects. Compare the various radiological imaging modalities and discuss the advantages and disadvantages of each.	Formative – Online Quizzes Summative - Theory tests
To familiarise the student with radiological appearances of common disease processes of the various systems.	Label diagrams and appropriate radiological imaging studies e.g X-rays, CT MRI and scans. Identify normal radiographic anatomy with and without contrast media. Recognise and identify gross distortions and abnormalities on each study. Demonstrate an awareness of the basis on which radiological diagnosis and briefly oncological detection and diagnosis can be made in respect to the various systems.	Viewing Practicals & Projects

4. Learning, Teaching and Assessment Strategies

a.) Delivery of the subject:

This subject is taught mainly by using lectures, group work, presentations, demonstrations, worksheets and experiential learning in the hospitals. The more you involve yourself in these activities the more successful you will be. There may be an online component for this subject that is designed to assist your learning. There will be orientation, if this is implemented. The online component is intended to give learning support and direct you to important weblinks and other resources.

While you may be given handouts for some learning areas, you are expected to make your own notes during the lecture. A workbook is also provided at the beginning of the year for you to complete in your own time. If done properly, this worksheet and the answers will provide you with a good set of notes for the topic covered in class. The lecturer will not check to see if you have done the worksheets – you must manage your own learning.

The learning content is very intense, **so pre-reading is an essential part of learning** for this subject. **Integration of anatomy and physiology of the different body systems is integral to understanding the content.**

This subject has 24 SAQA credits, which is an equivalent of 240 notional hours of study. Additionally, the practical component to this subject involves you reviewing and recognizing various patterns of diseases on x-ray images. This requires much additional time. **Table 3** shows a guide of how the notional hours are distributed.

	Notitonal Hours
Contact (includes e-learning)	**72**
Viewing Practicals	**72**
Assessments	**4 (+ 12 for Group Project)**
Self Study	**80 [3 – 4hrs/week (incl. WIL time)]**

As you see, this means that you will need to spend a lot of time in self-study, to be successful. Refer to your timetables and schemes of work for contact hours.

b.) Assessments

Radiographic Pathology II is a "continuous assessment" subject, which means that there will be **NO** final or supplementary examination at the end of the year. Instead you will write 2 theory assessments, a viewing practical and undertake a group project. In addition, you will also undertake several online assessments to support your learning. Each assessment has a specific weighting i.e. each assessment counts a certain % towards your final mark (see **Table 4**).

Table 4: Method of Assessment:

Assessment	**Weighting %**	**Dates**	**Re-assessment**
01 - Theory	**25**	Refer SOW	**1**
02 - Theory	**25**	Refer SOW	**Nil**
03 – Viewing Prac - Group Project	**40**	Refer SOW	**1 (Part 1)**
04 – Online Assessments	**10**	Refer SOW	**Ongoing**
TOTAL	**100%**		

Each assessment follows the exam rules, so please familiarise yourself with these rules. Review of marks will occur 2 weeks after the assessment date and marks may be posted on the classroom notice boards.

There is one opportunity for re-assessment for Theory 01, which will be scheduled thereafter. Individual feedback will be given on marked scripts. There may be re-assessment opportunities for the online assessments, which will be clarified by your lecturer. There will be NO make-up assessments thereafter, so you must continuously perform at your best.

You must obtain an overall of 50% course mark in order to pass this subject.

If you fail this subject you will be required to **repeat the subject,** providing this in keeping with all the general & departmental rules and is at the discretion of the HOD.

c.) Assessment Rules

DURBAN UNIVERSITY of TECHNOLOGY

IMPORTANT TEST AND EXAMINATION NOTICE TO ALL STUDENTS

Please take note that the Durban University of Technology has a zero tolerance approach to any form of cheating in tests and examinations and anyone found transgressing the University's test and examination rules will be required to appear before the Student Disciplinary Tribunal.

You are therefore urged to acquaint yourself fully with the test and examination rules which appear in the Rule Book for Students which was handed to you upon registration. In particular you need to note that in terms of these Rules mere POSSESSION OF UNAUTHORISED NOTES OR OTHER UNAUTHORISED ITEMS DURING A TEST OR EXAMINATION IS PROHIBITED. This means that if you are found with any unauthorised notes or other items during a test or examination you will be regarded as having committed an offence even if you have not used them. Furthermore the onus is on you to ensure that you don't possess such unauthorised notes or other items during a test or examination and therefore no excuse for having them (e.g. you forgot or didn't know you had them) will be accepted.

In addition students must switch off their cellular phones and other communication devices prior to entering a test or examination venue and may only switch them on again after leaving the venue at the end of a test or an examination.

The academic integrity of the Durban University of Technology relies on the worthiness and honesty of its staff, students and graduates and consequently of the qualifications it awards. You are therefore urged to embody this approach to your tests and examinations.

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You also need to consult your **DUT General Rule Book for students** where examination rules are detailed. These will apply to all written assessments. Please take special note of the following:

- Rule G13(1)(h) - **Proof of identity**
  Any student attending an assessment must ensure that the following items are in thepossession of the student:
  (i) the student's registration card, or
  (ii) an official identity document and a letter from the relevant Faculty Office proving that the student is fully registered.

- Rule G13 (1)(i) **Time of arrival and minimum period before leaving examination venue.**
  (i) Students must be seated in the correct examination room **15 minutes before starting time**. Any student arriving late will be allowed entry into the examination room only up to one hour after the commencement of the examination. Such a student will not be allowed extra time.
  (ii) No student may leave an examination room within the first hour of an examination or thereafter without the permission of the invigilator. No student may temporarily leave an examination room unless accompanied by an officer of the institution (this includes visits to the loo).

- Rule G13 (1)(p) **Examination/Test venue Regulations**
  In order to avoid the institution of disciplinary proceedings against them regarding cheating, students must be fully acquainted and comply with the following regulations which apply at each test/examinantion session:
  (i) Complete the attendance slip and write your name, student number, the subject and qualification on the answer book.
  (ii) No explanation of test / examination questions may be asked for, and none will be given.
  (ii) The wearing of any audio device in the ear is not permitted by any student in any test/examination venue, except with prior consent of the Registrar: Academic which must be supported by medical evidence.
  (iii) If you wish to attract the invigilator's attention, remain at your desk and raise your hand.
  (iv) Before you commence writing, carefully check that you have the correct question paper. Read the instructions appearing on the question paper and answer book and comply with them strictly.
  (v) You are not allowed to help another student or attempt to help another student. In the examination venue, you communicate with no one else other than the invigilator.
  (vi) No calculator or any other article may be lent by one student to another.
  (vii) You may not create a disturbance in the test/examination room or misbehave in any way.

- Each student must have his/her OWN pens, pencils, rulers, rubbers(erasers)and calculators.
  You may NOT borrow anything from another student during the assessment.

- Cell phones must be switched OFF and left in bags at the front or back of the venue. They may NOT be used as clocks or calculators.

- No pencil case is allowed on your desk unless it is completely transparent. The invigilator may check its contents at any time.

- **Cheating in Examinations/Tests**
  When a student is caught cheating or **in possession** (they do not necessary have to use it) of crib, the following procedure should be followed: the lecturer or invigilator need to call a witness to the event. The learner's answer book should be taken away and the time of the incident noted on the answer book. All evidence of cheating should be collected. The learner is then given a **new answer book** to write in. The learner has to be given a chance to complete the examination as he/she is innocent until proven guilty. The invigilator has to report the incident to the Head of department as soon as possible.

- You may not leave the venue during the last 15 minutes.

- When finished, raise your hand and the invigilator will come and collect your script.

- Once you have handed in your paper, you may not take it back.

- Once you leave the venue, you may not return.

Any student violating the assessment rules will be disciplined according to the Institution's disciplinary procedure. (See your DUT Rule Book)

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d.) Textbooks

The **PRESCRIBED READINGS** for Radiographic Pathology II is:

- EISENBERG & JOHNSON, **COMPREHENSIVE RADIOGRAPHIC PATHOLOGY**, LATEST EDITION, MOSBY ELSEVIER. ISBN = 978-0-323-03624-5
- ARMSTRONG, WASTIE & ROCKALL. **DIAGNOSTIC IMAGING**, LATEST EDITION, ISBN = 978-1-4051-7039-0
- **OXFORD CONCISE COLOUR MEDICAL DICTIONARY**, Latest Ed.

The **prescribed** textbook for Anatomy I and Physiology I from 1st year, is also essential to complete the learning areas for this subject.

Prescribed textbooks are those that are compulsory and must be purchased for this subject. **YOU** are responsible for ensuring that you have all the required prescribed textbooks in order to do this subject. There are other titles of books that will be of help as this subject is not fully covered in any one textbook. The recommended books will be very useful to you when making your own notes and studying.

RECOMMENDED READING:

- STEVENS, LOWE AND SCOTT. **CORE PATHOLOGY.** LATEST EDITION. ISBN = 9780723434597
- REID and ROBERT, **PATHOLOGY ILLUSTRATED**, Churchill Livingstone, Latest Ed.
- MACE and KOWALCZYK, **RADIOGRAPHIC PATHOLOGY FOR TECHNOLOGISTS**, Mosby.
- KUMAR, COTRAN and ROBBINS, **BASIC PATHOLOGY**, W.B.Saunders, Latest Ed.
- MOORE and AGUR, **ESSENTIAL CLINICAL ANATOMY**, Lippincott Williams & Wilkins, Latest Ed.
- KUMAR and CLARK, **CLINICAL MEDICINE**, Bailliere Tindall, Latest Ed.
- CHAPMAN, S & NAKIELNY, R. **A GUIDE TO RADIOLOGICAL PROCEDURES**. Eastbourne : W.B. Saunders, latest edition.
- GRAINGER, R. & ALLISON, D. **DIAGNOSTIC RADIOLOGY.** VOL. 1,2,3 London : Churchill Livingstone, 1986 or latest.
- SUTTON, D.A**. TEXTBOOK OF RADIOLOGY AND IMAGING**. VOL. 1 & 2, London : Churchill Livingstone, 1980 or latest.

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e.) Library and Additional Resources

You went through a library orientation in your first year. You are encouraged to make use of the library facilities. The subject librarian (Health Sciences) is there to assist you in finding your information in books, journals, government documents, videos etc.

Library: an orientation course is provided by the library staff to help you understand the processes to be followed when accessing texts in books, journals, internet, etc. There are other library services available – online access to resources, inter-library loans etc. You will learn how to effectively use the catalogue, on-line computers and use the correct referencing technique, for written tasks.

You are expected to use the library to gain additional information for note-making.

The Durban University of Technology has a library situated at the Steve Biko Campus that contains health related (inclusive of medical imaging) reading materials. N.B. Journals give you more "current information" than textbooks.

Other libraries are situated at ML Sultan campus and City campuses but these do not have health related reading material. You can also use libraries / resources available in the clinical departments – arrangements to be made by you, on a personal level.

The online classroom has some important and relevant website links to assist in your learning. Additionally, you will need to access the internet, as the most current and up-to date information is available on the net. You will be expected to develop a culture of reading and researching, which is fundamental to your success this year.

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f.) Critical Cross-Field Outcomes

The learning outcomes and activities of this subject have been designed to incorporate the following CCFOs* which are skills that all learners are required to have in order to function in the workplace:

- Identify problems in any situation and solve them using critical thinking.
- Work as a member of a professional team on campus and in the hospital/clinic environment.
- Manage your time and your own work effectively.
- Critically evaluate and analyse minor problems with equipment, quality of radiographs, processing problems as well as your own and peers' performance.
- Communicate effectively with staff, patients and peers in all situations.
- Relate the theory to the practical and clinical situation as well as see the relationship between Radiographic Pathology II and other subjects.
- Reflect on your work and performance and improve it by making the necessary changes.
- Participate in the "life" of the campus/department/hospital
- Be sensitive to all cultures and environments and be able to adapt where necessary.
- Be eager to improve your knowledge and skills and find out new things.

* In South Africa the above outcomes are called Critical Cross-field Outcomes (CCFOs). According to the Higher Education Act of 1997 all learning must include some or all of these CCFOs. The skills produced by these CCFOs will be learnt both on campus as well as in the hospital situation.

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g.) Class Information, Rules and Policies

The department of radiography prides itself on being considered a flagship in the Faculty of Health Sciences. This can, however, only be maintained if all students apply themselves both academically and professionally.

The Department expects a high standard of behaviour from ALL its students. Rules are put in place to maintain this high standard of professionalism and behaviour. Anyone who contravenes any rule will be guilty of misconduct and will face the consequences of their misconduct – **see DUT general rule book**. You may think that at tertiary level you do not need rules, but you are entering a **profession** that has strict codes of conduct. You will learn professionalism right from day one in the classroom and/or laboratory. This will prepare you for your experiential learning in the hospitals.

The following rules apply to ALL students registered in ALL subjects within the department of Radiography:

- **Attendance of lectures:** Lectures are an essential part of the course and attendance of lectures is **compulsory.** The essential contents for each learning area are covered and you are given an opportunity to share your views and discuss problems with your lecturer and peers. Participation is an important principle in a classroom. If you miss lectures, you will be expected to make up the work by yourself. If you are too ill to attend class you are expected to phone the lecturer/secretary by 08:30 of that morning. The department may ask for a doctor's certificate. Registers are taken at all lectures and **bunking** will be considered an act of **misconduct**.
- You must be **punctual** and arrive on time for all lectures. Late arrivals will be noted on the register and you may be asked to wait outside the classroom until the lecturer gives the class a small break.
- If you arrive late you are expected to **apologise** to the lecturer and ask permission to join the class. (Transport is not an excuse for being late!!).
- While a lecturer is talking, you must be **quiet** and refrain from having private conversations – this is considered disrespectful and rude.
- You are expected to show **respect** to all staff and peers at all times - both in and outside the classroom.
- **Cell phones** are to be switched **OFF** during class and left in bags. They may under no circumstances be used during class – this will result in the phone being confiscated until the end of the lecture. Any student wishing to record part of a lecture MUST first obtain permission from the lecturer.

- ONLY students **registered for radiography** subjects are allowed into the department's classrooms. You may under NO circumstances bring friends or anyone else into the classroom at any time. **Immediate** disciplinary action will be taken against you if you ignore this rule.
- ALL **assessments** in radiography are written under examination conditions and all examination rules must be adhered to. (see "Assessment Rules")
- Assignments, practicals, portfolios etc are also treated as **examinations. See Assessment Rules.**

A Friendly Tip: The essence of studying is learning, which is gaining insight into new knowledge; and is not absorption of a set of words from a selected text/source. When you make the gaining of insight your primary objective in your studies, you will be able to reap the following benefits:

- You will study concepts and principles → reduce your study time
- You will be able to apply the new knowledge/principle in the clinical environment or when necessary. This is the essence of radiography – application of new information in a given situation.

So, my role as your lecturer is NOT to teach you, but facilitate/guide/assist you in your OWN learning/discovering journey.

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5. Plagiarism and Copyright

"What is plagiarism?"

"Simply put, plagiarism is the use of another's original words or ideas as though they were your own. Any time you borrow from an original source and do not give proper credit, you have committed plagiarism."

"Many people think of plagiarism as copying another's work, or borrowing someone else's original ideas. But terms like "copying" and "borrowing" can disguise the seriousness of the offense.

According to the Merriam-Webster Online Dictionary, to "plagiarize" means to:

- steal and pass off (the ideas or words of another) as one's own
- use (another's production) without crediting the source
- commit literary theft
- present as new and original an idea or product derived from an existing source.

In other words, **plagiarism is an act of fraud**. It involves **both stealing someone else's work** and **lying about it afterward**. **But can words and ideas really be stolen?**

According to ...the law, the answer is yes**. The expression of original ideas is considered intellectual property, and is protected by copyright laws, just like original inventions. Almost all forms of expression fall under copyright protection as long as they are recorded in some way (such as a book or a computer file).**

All of the following are considered plagiarism:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not (see our section on "fair use" rules)

Most cases of plagiarism can be avoided, however, by citing sources. Simply acknowledging that certain material has been borrowed, and providing your audience with the information necessary to find that source, is usually enough to prevent plagiarism."

Direct extract from http://www.plagiarism.org/learning_center/what_is_plagiarism.html

There are many other sources on the World Wide Web that will give you more guide on plagiarism.

Refer to DUT's Reference Guide to accurate and correct citation.

Copyright: most literature carries a copyright – meaning that it cannot be copied without prior permission.

You will have many tasks that involve using other resources as reference during your studies. Be mindful of this 'form of theft" and avoid it. DUT takes a strong stance against plagiarism and if found guilty, YOU will face a Disciplinary Tribunal. Please refer to the Plagiarism Policy placed in the classrooms and following plagiarism notice to students.

IMPORTANT NOTICE TO ALL STUDENTS REGARDING PLAGIARISM

Please take note that the Durban University of Technology has a zero tolerance approach to any form of plagiarism and therefore anyone found transgressing the University's plagiarism rule will be required to appear before the Student Disciplinary Tribunal.

You are therefore urged to acquaint yourself fully with the rule in the Rule Book for Students which was handed to you upon registration. Plagiarism arises when a student submits any work for assessment that contains the thoughts, writings, creativity, invention, etc. of another person which the student fails to acknowledge and therefore passes off as their own work. For example, copying directly from any text, including the internet, without using quotation marks and proper referencing, or presenting someone else's ideas using your own words but without proper referencing. If you are in any doubt about the meaning of plagiarism please ask for clarity from any one of your lecturers.

The academic integrity of the Durban University of Technology relies on the worthiness and honesty of its staff, students and graduates and consequently of the qualifications it awards. You are therefore urged to embody this approach to the work you submit for assessment.

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6. Student Support

Computer Laboratory: The Faculty of Health Sciences offers 2 Computer Labs with open access students during and after hours. Please consult with the lab staff concerning the times available. The Department of Radiography also has a Computer Lab, but with limited computers. Please consult with secretary for bookings. The library also has computers for student usage.

Consultation with Lecturer: should you experience any difficulty with the academic aspect of your work, please feel free to contact me, provided that you have attended lectures and attempted all your work.
I have set aside times available for student consultation, of which you will be informed (see page 2 of Study Guide). Please observe these times and avoid consulting with the lecturer outside these times, unless prior arrangements have been made. **N.B.** the purpose of these consultations is to assist you in the areas of difficulty and **NOT** to accommodate non-attendance for **no** valid reason.

Tutorial slots have been indicated on your timetable. This time should be used for self-study – completing the activities, as well as undertaking the self assessments using BlackBoard.

Counselling: if you are experiencing learning difficulties or any stressful situations personally or academically, please consult the counselling department. There are experienced counsellors who will assist and guide you through your challenges. Please talk to me about any challenges that you may face with this subject.
You are expected to be successful in all your assessments and if you fail the first theory assessment, will be considered **"at-risk"** for this subject. The formative online assessments will also indicate your success with this subject. Following this, you will be sent to the counselling department. This is compulsory. You will also be expected to compulsory attend the tutorials on Thursday afternoons.

Academic Development: The department has arranged for you to have additional support in writing skills. This will take place on Thursdays between 13h00 and 15h00. Ms Gillian Cruickshank is the Faculty Academic Development Officer. She will finalise and arrange this session with you. She will commence in March 2011.

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7. Work Integrated Learning - WIL

During your Academic year you will be sent to various accredited hospitals in either the Durban or Pietermaritzburg areas. This is where you will be faced with the "real life situation" and will practice on real patients. This subject requires to be fully integrated to the clinical setting. Learning is continuous during the clinical and academic blocks.

You are expected to liaise with the radiologists, radiographers, and clinical tutors / clinical co-ordinators at all times. You, the learner, are expected to read each patient's request form and get correct patient history and determine the correct procedure to be performed. You are also expected to identify certain patterns on chest, abdomen and skeletal x-rays/images.

NOTE: You may ONLY perform techniques and procedures that you have already been taught in your academic blocks. Failure to work professionally and within your level of training may lead to legal action against you.

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8. Quality Assurance and Enhancement

It is very important for the lecturer, department and institution to determine whether the learning, teaching and assessment of this subject is effective and successful**.** So, your feedback concerning this subject and its delivery is very important.
During the year, you will be required to participate and complete a subject evlauaution questionnaire (PRE001/02). You may be asked to complete a lecturer evaluation form as well. You may also be asked to give feedback on all the online activities undertaken and its effect on your learning.
It is very important that you are honest and forthright in your feedback. The information you provide will assist in implementing changes that may be necessary.

Final Note:

Please feel free to consult me when you have a problem with any of the subject content or if you are not coping with the work load. I can only help you if I know that you have a problem. Do not keep quiet and allow yourself to get left behind. I want you to succeed in this subject but you are responsible for your learning.

Best wishes in your studies and

I hope you enjoy this subject.

Mrs R Sunder