

**OST 582 – Transitions I: Board Preparation  
Section 001**

Updated: 4/6/2021 BB

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**Notice to Students:** Although course syllabi at MSUCOM have a consistent format, important details differ by course. For this reason, you must read the syllabus thoroughly at the onset of each course to know what the course will provide and what is expected of you.

## Section 1 – Course Information

### Course Description

Transitions I: Board Preparation is a 6- credit hour course that provides students with specific resources and dedicated time for COMLEX Level 1 board preparation activities. The course will enable the student to conduct self-directed review and integration of basic science and systems medical knowledge with clinical correlations.

### Course Goals

The goal of this course is to enable the student to be successful in a self-directed review and integration of medical knowledge with clinical correlations by providing support, study guidance, and resources. The student will be able to:

1. Identify individual knowledge gaps and areas requiring deeper study for board preparation
2. Design an individual board study plan that prioritizes content areas of greatest needs
3. Utilize time management, stress reduction, and study techniques to maximize self-efficacy and effective preparation for standardized exams
4. Develop skill answering board style questions through regular practice with question banks
5. Prepare a study schedule that includes planning for the COMSAE and COMLEX Level 1 examinations according to requirements set forth by MSUCOM

### College Program Objectives

In addition to the course-specific goals and learning objectives, this pre-clerkship course also facilitates student progress in attaining the College Program Level Educational Objectives, which are published in the MSUCOM Student Handbook.

### Course Coordinators

*(Note - Preferred method of contact is shown in italics)*

Name: C. Pauline Tobias, MA

Phone: 517-884-9670

Email: [tobiasog@msu.edu](mailto:tobiasog@msu.edu) (preferred method)

Address: 4707 Saint Antoine St. Room CG-97, Detroit, MI 48201

Name: Jane Gudakunst, MD

Phone: 814-221-0677

Email: [gudakun2@msu.edu](mailto:gudakun2@msu.edu) (preferred method)

Address: Fee Hall – West Wing, 909 Wilson Rd. Room B315-D, East Lansing, MI 48824

### Resource Faculty

Name	Email	Site
Martha Faner, Ph.D.	<a href="mailto:faner@msu.edu">faner@msu.edu</a>	DMC
Laryssa Kaufman, M.D.	<a href="mailto:lkaufman@msu.edu">lkaufman@msu.edu</a>	EL
Paul Kowalski, M.D.	<a href="mailto:pauljk@msu.edu">pauljk@msu.edu</a>	EL
Carolina Baraldi Restini, Ph.D.	<a href="mailto:restinic@msu.edu">restinic@msu.edu</a>	DMC/MUC

Name	Email	Site
Janice Schwartz, Ph.D.	<a href="mailto:schwa317@msu.edu">schwa317@msu.edu</a>	DMC
Sarah Tilden, Ph.D.	<a href="mailto:tildensa@msu.edu">tildensa@msu.edu</a>	DMC

## Curriculum Assistants

Name	Email	Phone	Site
Becky Brandt	<a href="mailto:brandtb2@msu.edu">brandtb2@msu.edu</a>	517-884-3880	East Lansing

## Lines of Communication

- For content aspects of the course: contact [gudakun2@msu.edu](mailto:gudakun2@msu.edu).
- For questions relating to your individualized study plan: contact [tobiasog@msu.edu](mailto:tobiasog@msu.edu) or the Academic and Career Guidance advisors at [com.acguidance@msu.edu](mailto:com.acguidance@msu.edu).
- For logistical or administrative aspects of the course: contact [brandtb2@msu.edu](mailto:brandtb2@msu.edu).
- For absences/missed exams (see excused absence information below).

## Office Hours

Questions concerning this course may be discussed individually by making an appointment with the Course Coordinators, Jane Gudakunst at [gudakun2@msu.edu](mailto:gudakun2@msu.edu) or Pauline Tobias at [tobiasog@msu.edu](mailto:tobiasog@msu.edu). The course coordinators are generally available weekdays by Zoom (email them for an appointment).

Appointments with Academic and Career Guidance advisors are made by emailing or phoning [com.acguidance@msu.edu](mailto:com.acguidance@msu.edu) 517-884-3893.

## Course Web Site

The URL for the Course website is: <https://d2l.msu.edu>

## Textbooks and Reference Materials

### Required

- None

### Recommended

The student is highly encouraged to visit the interactive NBOME website AND to become familiar with the COMLEX Master Blueprint.

- <https://www.nbome.org>
- <https://www.nbome.org/exams-assessments/comlex-usa/comlex-usa-level-1/>

The student is expected to discern and cultivate an array of resources that will best support their personalized board study plan. The plan should include elements of scientific and clinical content review, self-care, and study skills as well as question bank practice.

Additional resources are available in the MSUCOM Comprehensive Guide to Preparing for Your Medical Board Examinations: <https://www.com.msu.edu/application/files/9215/7305/7922/COMLEX-USMLE-Guide.pdf>.

The links and resources are organized into several categories on the D2L site. The student is encouraged to browse through the D2L categories and other existing resources while creating and implementing their study plan but is cautioned not to try to use all the listed resources – they are provided as a convenience for the student's consideration only.

- Testing Information and Exam Blueprints
- Scientific and Clinical Content Review
- Study Skills and Time Management
- Self-Care and Self-Efficacy
- Q- Bank Information

### **Course-based Academic Support**

The course faculty are here to facilitate your learning. Please feel free to contact the Course Coordinators with any personal issues you may have involving this course. Additional academic support resources can be accessed through MSUCOM Academic and Career Guidance and MSUCOM Personal Counseling.

### **Courses Begin and End Dates**

OST 582 001 begins on January 11, 2021 and ends on April 23, 2021. See addendum for detailed daily course schedule. This course encompasses at least **84 hours** of student work during Spring of 2021. The exact time allocation during any given week will be at the discretion of the student however, a minimum of 7 hours of work per week is expected.

### **Course Schedule**

This course is self-directed study and scheduling of time is at the discretion of the individual student throughout the semester. The course can be completed from any location with reliable access to D2L, there are no requirements for physical presence on campus. The following sessions are provided as optional resources to support Q-Bank practice, decoding the question stem, pattern recognition, and review of scientific and clinical information.

- **Zoom webinars have been recorded with various faculty. Webinars are posted in D2L.**
- **OST 582 Q-Bank Practice Sessions may be scheduled with Dr Jane Gudakunst – please email her directly at [gudakun2@msu.edu](mailto:gudakun2@msu.edu).**
- **Sessions with Ms. Tobias may be scheduled directly with her at [tobiasog@msu.edu](mailto:tobiasog@msu.edu). These sessions cover a variety of topics including study plans, board schedule, study skills, and time management.**

### **Exams/Assessments**

There are no required examinations. See below for Required Course Assignments.

### **Required Course Assignments**

1. Watch the following 3 modules and complete the 3 D2L quizzes in the Required Assignments folder on D2L:

- a. Module 1 - Ready, Set Go
  - b. Module 2 - Pattern Recognition Skills
  - c. Module 3 - Clinical Stem of Board Style Questions
2. Create a personalized study plan after reflecting on your learning goals. Refer to <https://www.com.msu.edu/application/files/9215/7305/7922/COMLEX-USMLE-Guide.pdf>. If you would like specific feedback on your study plan, contact one of the Course Coordinators: [gudakun2@msu.edu](mailto:gudakun2@msu.edu) or [tobiasog@msu.edu](mailto:tobiasog@msu.edu).
3. Implement your personalized board preparation plan utilizing various resources.

## Course Grades

The course faculty determine the threshold for satisfactory performance in each pre-clerkship course. Your course grade is determined by completion of the required activities.

- **P-Pass**—means that you have achieved a satisfactory level of performance and will receive credit for this course. To obtain a “P” grade for this course, you must complete all required course activities before 5:00 PM EST on April 23, 2021.
- **N-No Grade**—means that you have not achieved a satisfactory level of performance and no credit will be granted for this course. For OST 582 001, if do not complete all required activities by 5:00 PM EST on April 23, 2021, you will receive an “N” grade.
- **Remediation** – there is no remediation available for this course.

## Student Evaluation of the Course

We want your feedback on how to improve this course.

- **Informal Feedback:** Feel free to approach the Course Coordinators, Jane Gudakunst and Pauline Tobias, or any of the other Academic and Career Guidance advisors with your reactions and suggestions.
- **Formal Evaluation:** In addition to the above, we ask every student in the class to complete formal on-line course evaluation upon conclusion of the course. Student feedback provides Course Coordinators with valuable information regarding their performance, the performance of their colleagues, and the quality of the course. The information gained from these evaluations is used to continuously improve future offerings of this course. Students can access the evaluation system at: [MSUCOM Pre-clerkship Evaluation System](#).

## Section 2 – Policies

### Academic Honesty and Professionalism

Every student is responsible for their behavior and is expected to adhere to all MSU and MSUCOM policies of academic honesty and professionalism, as outlined in the MSUCOM Student Handbook and the MSU Medical Student Rights and Responsibilities. These documents may be found on the MSUCOM website.

Incidents of academic dishonesty or professional misconduct will be addressed by the faculty, administration or staff; such action may include, but is not limited to: giving a failing grade, referring a student for judicial review, directing the student to the Associate Dean of Medical Education, evaluation by the Committee on Student Evaluation, and other actions outlined in the Medical Student Rights and Responsibilities document.

## **Absences from Mandatory Class Sessions and Examinations/Assessments**

It is the responsibility of each student to know and comply with the MSUCOM policy regarding absences from mandatory sessions and examinations. This policy may be found in the MSUCOM Student Handbook on the MSUCOM website. Requests for an excused absence must be submitted via the [student portal](#).

## **Computer-Based Testing**

It is the responsibility of each student to know and comply with the MSUCOM policy on computer-based testing. This policy may be found in the MSUCOM Student Handbook on the MSUCOM website.

## **Medical Student Rights and Responsibilities**

If problems arise between instructor and student, both should attempt to resolve them by informal, direct discussions. If the problems remain unsolved, the Associate Dean for Medical Education and/or the MSU Ombudsperson may be consulted. The MSU Medical Student Rights and Responsibilities (MSRR) document defines processes for additional steps, including submission of a formal grievance. The MSSR may be found in the MSUCOM Student Handbook and online at [splife.studentlife.msu.edu](http://splife.studentlife.msu.edu).

## **Reef Polling (iClicker Cloud) Policy**

It is the responsibility of each student to know and comply with the Reef Polling (iClicker Cloud) Policy. This policy may be found in the MSUCOM Student Handbook. If you forget your device or if it does not work for whatever reason, no make-up experiences will be provided, and no points will be given. If attendance is taken, you will be expected to arrive in class on time and to stay for the duration of the assigned activity.

## **Remediation**

The MSUCOM Policy for Retention, Promotion and Graduation states that a student must complete each required course to progress in the curriculum. A student who completes a course and receives an “N” grade will have that grade recorded on their official transcript and must meet the course requirement by successfully remediating or repeating the course.

A student will be eligible to attempt remediation of the course if they meet the criteria described in the “Course Grades” section of this syllabus. A student who is not eligible to attempt remediation or fails the remediation must retake the course. This policy and the process by which an eligible student may remediate a course may be found in the MSUCOM Student Handbook on the MSUCOM website.

## **Requests for Special Accommodations**

Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at <https://rcpd.msu.edu>. Once eligibility for an accommodation has been determined, you may be issued a Verified Individualized Services and Accommodation (VISA) form. Please present the VISA to Nancy Thoma, [thoman@msu.edu](mailto:thoman@msu.edu), A333 East Fee Hall at the start of the term and/or two weeks prior to the assessment event (test, project, labs, etc.). Requests received after this date will be honored whenever possible.

## **Title IX Notifications**

Michigan State University is committed to fostering a culture of caring and respect that is free of relationship violence and sexual misconduct, and to ensuring that all affected individuals have access to services. For information on reporting options, confidential advocacy and support resources, university policies and procedures, or how to make a difference on campus, visit the Title IX website at [titleix.msu.edu](http://titleix.msu.edu).

Limits to confidentiality. Essays, journals, and other materials submitted for this class are generally considered confidential pursuant to the University's student record policies. However, students should be aware that University employees, including instructors, may not be able to maintain confidentiality when it conflicts with their responsibility to report certain issues to protect the health and safety of MSU community members and others. Instructors must report the following information to other University offices (including the Department of Police and Public Safety):

- Suspected child abuse/neglect, even if this maltreatment happened when you were a child;
- Allegations of sexual assault, relationship violence, stalking, or sexual harassment; and
- Credible threats of harm to oneself or to others.

These reports may trigger contact from a campus official who will want to talk with you about the incident that you have shared. In almost all cases, it will be your decision whether you wish to speak with that individual. If you would like to talk about these events in a more confidential setting, you are encouraged to make an appointment with the MSU Counseling and Psychiatric Services.

## **Addendum: Course Schedule**

Course schedule will be posted as a separate document on the same web page as this syllabus.