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# Introduction to Medical Education Mini-Elective Spring 2009

<u>Course Dates:</u>	February 9, 16, March 2, 9, 16, 23 Mondays, 4:00-6:00 PM
<u>Maximum Students:</u>	8
<u>Class Year:</u>	MS2
<u>Course Director:</u>	Melissa McNeil, MD
<u>Contact Information:</u>	Melissa McNeil, MD 412-692-4821 <a href="mailto:mcneilma@upmc.edu">mcneilma@upmc.edu</a>
<u>Registration:</u>	Betsy Nero, Office of Medical Education <a href="mailto:betsy@medschool.pitt.edu">betsy@medschool.pitt.edu</a>

## Description:

This 6 session course will be a hands-on introduction to the principles and practices of medical education. In the first 4 sessions, core topics will be presented in an interactive small group format. The final session will provide students with an opportunity to apply what has been learned by presenting a 10 minute presentation about a topic of their choice with critique from classmates.

Topics covered in didactics include: 1) Curriculum Development; 2) Lecture and Presentation Skills; 3) Feedback and Evaluation; and 4) Managing the Problem Learner.

## Course Objectives:

- Understand the 6 step process for curriculum development.
- Be able to give a cohesive 10 minute presentation using PowerPoint effectively.
- Know the difference between feedback and evaluation and understand how to effectively deliver both.
- Develop a framework for categorizing and managing the problem learner.

## Requirements:

- Participate in all class sessions.
- Complete assigned readings (no more than one article, maximum of 15 pages per week).
- One 10 minute in-class presentation during the final session of the course.

## **Course Outline**

### **Introduction to Medical Education**

#### **Course Director:**

Melissa McNeil, MD  
412-692-4821  
mcneilma@upcm.edu

#### **Faculty:**

Kathleen McIntyre-Seltman, MD, Professor of Obstetrics, Gynecology and Reproductive Sciences.  
John Mahoney, MD, Associate Dean for Medical Education

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#### **Location:**

All sessions  
Montefiore, 9W  
Division of Internal Medicine

#### **Session One: 6 Steps of Curriculum Design**

##### Objectives:

- Understand the concept of needs assessment.
- Learn to develop goals and objectives.
- Appreciate how curricula are implemented and evaluated.

#### **Session Two: Giving an Effective Lecture; use of PowerPoint**

##### Objectives:

- Review the principles of organizing/delivering an effective lecture.
- Review how to use PowerPoint to maximize success.

#### **Session Three: Feedback and Evaluation**

##### Objectives:

- Demonstrate the difference between feedback and evaluation.
- Understand the difference between formative and summative feedback.
- Practice giving both positive and negative feedback.

#### **Session Four: Managing the Problem Learner**

##### Objectives:

- Develop a strategy for classifying problem learners.
- Understand strategies for remediation.

#### **Session Five: Student Presentations and Feedback**

##### Objectives:

- Present a 10 minute presentation about a topic of the student's choice.
- Practice critiquing and giving feedback.