### Table of Contents

- **Course Description** .......................................................................................................................... 2
- **Course Goals** ................................................................................................................................. 2
- **Course Coordinators** ....................................................................................................................... 2
- **Resource Faculty** ............................................................................................................................. 2
- **Curriculum Assistants** ..................................................................................................................... 2
- **Lines of Communication** .................................................................................................................. 3
- **Office Hours** .................................................................................................................................. 3
- **Course Web Site** .............................................................................................................................. 3
- **Resources** ....................................................................................................................................... 3
- **Course-based Academic Support** .................................................................................................... 3
- **Course Begin and End Dates** ............................................................................................................ 4
- **Required Course Activities** ............................................................................................................. 4
- **Course Schedule** ............................................................................................................................. 4
- **Exams/Assessments** ......................................................................................................................... 4
- **Course Grades** .................................................................................................................................. 4
- **Student Evaluation of the Course** .................................................................................................... 5
- **Academic Honesty and Professionalism** .......................................................................................... 5
- **Absences from Mandatory Class Sessions and Examinations/Assessments** ................................. 5
- **Computer-Based Testing** .................................................................................................................. 6
- **REEF Polling Policy** .......................................................................................................................... 6
- **Remediation Policy** .......................................................................................................................... 6
- **Requests for Special Accommodations** ........................................................................................... 6

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**Notice to Students:** Although course syllabi at MSUCOM have a consistent format, vitally 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
The Summer Semester 7 Board Review Course is a six (6) credit hour course that provides students with specific resources and dedicated time for 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 above course-specific goals and learning objectives, this pre-clerkship course also facilitates student progress in attaining the College Program Objectives. Please refer to the complete list provided on the MSUCOM Overview of Program.

Course Coordinators

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
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<tbody>
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<td>DMC</td>
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Resource Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Site</th>
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<tbody>
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Curriculum Assistants

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<tr>
<th>Name</th>
<th>Email</th>
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<th>Site</th>
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<tr>
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</table>
Lines of Communication

- For content aspects of the course: contact gudakun2@msu.edu
- For questions relating to your individualized study plan: contact tobiasog@msu.edu or the Academic and Career Guidance advisors at ac.guidance@hc.msu.edu.
- For logistical or administrative aspects of the course: contact chambe27@msu.edu or balmer@msu.edu
- For absences/missed required activities see excused absence information below.
- Please set your notifications in D2L to immediate to receive posted news announcements. You may choose to receive notifications by email or SMS.

Office Hours

Questions concerning this course may be discussed individually by making an appointment with the course coordinators, Jane Gudakunst at gudakun2@msu.edu or Pauline Tobias at tobiasog@msu.edu. The course coordinators are generally available weekdays by appointment.

Since many students will be on campus for the COMSAE examinations on May 8 and May 22, we will have open office hours from 12-1 those days with poly-com to all sites. It is a good time to drop by and ask questions or arrange for a one to one meeting.

Appointments with the Academic and Career Guidance advisors are available by emailing ac.guidance@hc.msu.edu or phoning 517-884-3893.

Course Web Site

The URL for the course website is:  https://d2l.msu.edu

Resources

The student will identify the resources that they wish to use for this course.

The student is highly encouraged to visit the interactive NBOME website at https://www.nbome.org AND to become familiar with the COMLEX Master Blueprint: https://www.nbome.org/exams-assessments/comlex-usa/comlex-usa-level-1-interim/new-comlex-usa-level-1/blueprint/

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.

The links and resources are organized into several categories in 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 of 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 Confidence
- Q- Bank Information
Course-based Academic Support
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 here: MSUCOM Office of Academic Success and Career Planning.

Course Begin and End Dates
This course encompasses 84 hours of student work during Summer Semester 7 of 2019. 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. The course will begin the week of April 15, 2019 and all requirements must be completed before 5pm EST on June 28, 2019.

Required Course Activities
1. Listen to the following Mediaspace presentations posted in D2L.
   a. Intro to Self-Directed Board Review
   b. Pattern Recognition Skills
   c. The Clinical Stem of Board Style Questions
2. Reflect on the learning goals you set and use them to help craft a personalized study plan. Turn in the one-page Learning Goals worksheet to the D2L assignment folder no later than Friday May 3, 2019 at 5pm EST.
3. Create and implement a personalized board preparation plan utilizing various resources chosen by the individual student

Course Schedule
This course is independent study and scheduling of time is at the discretion of the individual student throughout the semester. Weekly webinars will be scheduled to provide an opportunity for group learning sessions with faculty support. These sessions are provided as an optional resource to support Q-Bank practice, decoding the question stem, and pattern recognition.

The Zoom webinars will be scheduled on Tuesdays from 11:30-12:30 EST on the following dates:
- April 23, 30
- May 7, 14, 21, 28
- June 4, 11, 18, 25

Exams/Assessments
The student will be taking the COMSAE and/or COMLEX Level 1 Exams during this period of time as directed by MSUCOM, however there are no required examinations or assessments to pass this course.

Course Grades
A student’s course grade is determined by completion of required activities.

- P-Pass—means that credit is granted and that the student achieved a level of performance judged to be satisfactory by the instructor. To obtain a “P” grade for this course, a student must complete all required course activities before 5 pm EST on June 28, 2019.
- **N-No Grade**—means that no credit is granted and that the student did not achieve a level of performance judged to be satisfactory by the instructor. A student who does not complete all required activities will receive an “N” grade.

Remediation for this course is determined by the Course Coordinators based upon the required activities not completed by an individual student.

- **Remediation** – The course coordinator will assess which required activities have not been completed by the student. The remediation experience will require completion of the unmet requirements. Please refer to the remediation policy information provided in section 2 of this syllabus for information on college requirements and eligibility determination.

**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 course evaluations are highly recommended. 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; including the following:

- [MSUCOM Code of Professional Ethics](#)
- [MSUCOM Statement of Professionalism](#)
- [MSU Medical Student Rights and Responsibilities](#)

If there is any instance of academic dishonesty or unprofessionalism discovered by a member of the faculty, administration or staff, it is his or her responsibility to take appropriate action.

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, and any other actions outlined in the Medical Students’ Rights and Responsibilities document.

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

It is the responsibility of every student to know and be in compliance with the MSUCOM policy regarding **absences from mandatory sessions and examinations**. Requests for an excused absence must be submitted via the [student portal](#).
**Computer-Based Testing**

It is the responsibility of every student to know and be in compliance with the [MSUCOM policy on computer based testing](http://example.com).

**REEF Polling Policy**

REEF Polling is not used during this course.

**Remediation Policy**

Remediation of an “N” grade will be governed by the [MSUCOM Policy for Retention, Promotion and Graduation](http://example.com) and by the remediation section of each course syllabus. Students deemed eligible for remediation will be informed by the registrar’s office. It is the student’s responsibility to ask the course coordinator about the format and expectations of the remediation experience.

**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 [http://www.rcpd.msu.edu](http://www.rcpd.msu.edu). Once your 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.

It is the responsibility of the Student with Accommodations to contact the Course Coordinator and the Curriculum Assistant two weeks prior to the beginning of the semester, when the VISA is obtained prior to the start of the semester. When the VISA is obtained after the start of a semester, the student will notify the Course Coordinator and the Curriculum Assistant two weeks prior to the next scheduled evaluation.