

Post Graduate Training Program  
MD Anatomy  
Department Of Anatomy  
King George's Medical University

**Instructions :**

Record of all PG activities is entered into a Log Book.

Day to day activity is compiled into a day to day Record Book.

The Post graduate student must keep the Logbook and Record book updated and safe.

It is the responsibility of the candidate to get the record verified by the faculty( Academic supervisor) periodically.

At the end of the term, the logbook must be deposited.

Fill the day to day activity in the Record Book for working days ONLY.

Semester wise, each candidate will be allotted academic supervisor (AS).

The AS will guide you regarding all your activities scheduled for the semester.

Once in a month, a candidate must meet his/her AS. Preferably every working second Saturday of the month.

Formative Assessment: Grading system is followed to evaluate performance A : Excellent [>70%];B : Good [ 60-70%];C : Satisfactory [ 50-60%];D : Unsatisfactory [<50%].

It is mandatory to appear in all end semester internal assessment exams to be eligible to appear in the University exam.

Those students who have been assigned special postings or duties during the exam , have to clear the exams in the second next semester.

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**Schedule of Postgraduate Activities Semester wise**

<p><b>1<sup>st</sup> Semester</b></p> <p>Guide allotment</p> <p>Enrol for Basic course in Biomedical Research</p> <p>Seminar Presentation [ gross anatomy 4<sup>th</sup> month onwards]</p> <p>Present poster at state conference under guidance of AS</p> <p>Take UG tutorials on osteology, surface anatomy and radiology</p> <p>Assist and Maintain Records of Attendance of UG classes with JRII and conducting day to day exam</p> <p>Attend all Lectures and Demonstrations</p> <p>Assist UG students in conducting dissection in allotted batches</p> <p>Assist, coordinate and actively participate in conducting foundation course</p> <p>Prepare Gross anatomy manual</p>	<p><b>2<sup>nd</sup> Semester</b></p> <p>Dissect and prepare 2 museum specimens</p> <p>Discuss thesis topic</p> <p>Seminar Presentation [ gross anatomy]</p> <p>Take UG tutorials on osteology, surface anatomy and radiology</p> <p>Maintain Records of Attendance of UG classes and Internal assessment</p> <p>Attend all Lectures and Demonstrations</p> <p>Assist UG students in conducting dissection in allotted batches</p> <p>Active participation in ECE, SDL.sessions.</p> <p>Prepare Gross anatomy Manual</p>
<p><b>3<sup>rd</sup> Semester</b></p> <p>Preparation &amp; submission of thesis proforma</p> <p>Lab Posting : Cytogenetics [2 weeks]</p> <p>Seminar Presentation[ Genetics and Embryology]</p> <p>Attend all Lectures and Demonstrations</p> <p>Assist UG students in conducting dissection in allotted batches</p> <p>Active participation in ECE, SDL.sessions.</p> <p>Take Demonstration classes on soft parts</p> <p>Prepare histology manual</p>	<p><b>4<sup>th</sup> Semester</b></p> <p>Thesis progression Report</p> <p>Lab Posting: PG Histology[ 2 weeks]</p> <p>Journal Club Presentation</p> <p>Present a paper at national conference</p> <p>Attend all Lectures and Demonstrations</p> <p>Assist UG students in conducting dissection in allotted batches</p> <p>Take Demonstration classes on soft parts</p> <p>Prepare histology manual</p>

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<p><b>5<sup>th</sup> Semester</b></p> <p>Thesis submission</p> <p>Publish paper in an indexed journal</p> <p>Microteaching sessions</p> <p>Take Demonstration classes on soft parts</p> <p>Assist UG students in conducting dissection in allotted batches</p> <p>Lab Posting: Body Preservation months[ observe/ Assist]</p> <p>Attend all Lectures</p>	<p><b>6<sup>th</sup> Semester</b></p> <p>Lab Posting: Body Preservation[3 months; Perform]</p> <p>Lab Posting: Ultrasound [ 2 weeks]</p> <p>Seminars on recent advancements</p> <p>Take Demonstration classes on soft parts</p> <p>Assist UG students in conducting dissection in allotted batches</p> <p>Attend all Lectures</p>
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**Schedule for Internal assessment**  
**(Last week of each semester)**

<p><b>First Semester</b> [100 marks]</p> <p><b>Theory:</b> General Anatomy, Gross Anatomy of upper limb, lower limb and Abdomen [50]</p> <p><b>Practical &amp; Viva Voce :</b></p> <p>General Anatomy [10] at the end of 1<sup>st</sup> month</p> <p>Osteology of Whole Body[20] at the end of 3<sup>rd</sup> month</p> <p><b>Viva voce</b> on soft parts of upper limb, lower limb and Abdomen including surface and radiological anatomy[20] at 6<sup>th</sup> month</p>	<p><b>Second Semester</b> [100 marks]</p> <p><b>Theory:</b> Gross Anatomy of Head and Neck, thorax and Arthrology [50]</p> <p><b>Practical &amp; Viva Voce:</b></p> <p><b>Viva voce</b> on soft parts of Head &amp; Neck, thorax including surface and radiological anatomy [50]</p>
<p><b>Third Semester</b>[100 marks]</p> <p>Theory: Genetics and Embryology[50]</p> <p>Practical &amp; Viva Voce : Genetics and Embryology[50]</p>	<p><b>Fourth Semester</b>[100 marks]</p> <p>Theory: Microanatomy[50]</p> <p>Practical &amp; Viva Voce : Histological techniques and Histology Slides viva[50]</p>
<p><b>Fifth Semester</b>[100 marks]</p> <p>Theory: Neuroanatomy[50]</p> <p>Practical &amp; Viva Voce : Neuroanatomy[50]</p>	<p><b>Final Semester</b></p> <p><i>[After submission of thesis]</i></p> <p>Pre-University Exam[ 3 weeks before university exam] theory paper and practical viva voce [ 100]</p>

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**Undergraduate Teaching**

**As a part of training, each PG student is allotted small group theory and practical classes of UG students. It is mandatory to actively participate and maintain a log of each activity.**

**I: Theory**

No of Sessions/Activity conducted/coordinated	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total
Tutorial							
Demonstration							
ECE							
AETCOM modules							
Foundation Course							
SDL							
PBL							
Integrated session							
Museum Model Demo							
Surface Anatomy							
Radiological anatomy							
Signature Of AS with Date							

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### II: Practical

No of sessions Dissection/ UG Lab	Sem I	Se m II	Sem III	Sem IV	Sem V	Sem VI	Total
Upper Limb							
Lower Limb							
Thorax							
Abdomen and Pelvis							
Head & Neck							
Brain							
Histology Lab							
Signature of AS with date							

### III: Evaluation and Formulation

No of Evaluation and Formulation done	Sem I	Se m II	Sem III	Sem IV	Sem V	Sem VI	Total
Stage viva							
Part viva							
Theory evaluation							
Manual Evaluation							
Test Formulation							
Signature AS with date							

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**Assessment of Drawing and Lab Manual**

<b>SN</b>	<b>Manual</b>	<b>Date of Completion</b>	<b>Grade</b>	<b>Signature AS with date</b>
<b>1</b>	<b>Gross Anatomy</b>			
<b>2</b>	<b>Histology</b>			
<b>3</b>	<b>Histological Techniques</b>			
<b>4</b>	<b>Cytogenetics</b>			
<b>5</b>	<b>Body Preservation Lab</b>			
<b>6</b>	<b>Ultrasound Lab</b>			

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**PROFORMA FOR EVALUATION OF MICROTEACHING SESSION**

**Title**

Parameter		Grade
1. Set Induction	Aroused interest in the beginning	
	Specified objectives of presentation	
2. Planning	Organized material in a logical way	
	Used relevant content matter	
3. Presentation	Fluency in language	
	Use of non verbal cues like eye to eye contact	
4. Interaction	Allowed questions from student	
	Asked question	
	Rewarded pupil effort	
	Clarified doubts	
5. Use of AV aids	Used proper AV aids	
	Used the aid effectively	
6. Summarization	Summarized important point at the end	
	Assured that all students understood the important points	
Overall Impression	Effectiveness of the session as a whole	

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**PROFORMA FOR EVALUATION OF SEMINAR PRESENTATION**

**Semester:**

**Title:**

SN	Parameters for evaluation	Grade (A-D)
1	Specified objectives	
2	Gave appropriate introduction/induction to develop interest in the topic	
3	Used appropriate aid for explaining facts and concepts	
4	Level of understanding of the topic	
5	Appropriateness of sequence of contents	
6	Time management( All appropriate concepts were dealt with proper emphasis and covered within stipulated time)	
7	Preparedness of the topic ( able to satisfy queries raised by experts and audience)	
8	Completeness of the topic ( all the points to be covered were included)	
9	Communication skills( verbal and non verbal communication like eye to eye contact, fluency, command on language .....??)	
10	Standard of Sources of preparation ( weather consulted references and cross references)	
11	Overall effectiveness of the presentation	

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**PROFORMA FOR EVALUATION OF JOURNAL CLUB PRESENTATION**

Semester:

Title :

SN	Parameters for evaluation	Grade (A-Z)
1.	Choice of article <ul style="list-style-type: none"> <li>● Latest</li> <li>● Relevance To Subject</li> <li>● Usefulness / Applied aspect</li> <li>● Recent Advancement</li> <li>● Deals With Some Controversy</li> <li>● Provides New Information</li> </ul>	
2.	Standard of Article on the basis of <ul style="list-style-type: none"> <li>● Journal metrics</li> <li>● citations</li> </ul>	
3.	Ability to clearly explain the aims, objective, methods and results with understanding	
4.	Ability to convince the relevance of Discussion with appropriate details of references and cross references	
5.	Ability to clarity of basic subject facts or concepts if part of the article	
6.	Ability to conduct SWOT analysis/ critical appraisal of the article/ suggest improvements/ further extensions of the work	
7.	Ability to satisfactorily answer queries raised by the audience or experts	
9.	Use of AV aids	
10.	Overall impression of presentation	



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**POSTGRADUATE HISTOLOGY LAB**

Each student has to process at least 2 different tissues.

5 slides of each tissue must be stained using H& E staining.

5 slides must be stained by using some special staining techniques.

Details of the procedures has to be written in the provided proforma.

<b>Name of Tissue: 1( Nerve Tissue)/ Source:</b>		
<b>Date of commencement and completion of processing and staining</b>		
<b>Steps to be performed independently</b>	<b>Status</b>	<b>Grade</b>
<b>Procurement of tissue</b>		
<b>In Vivo/ In vitro fixation</b>		
<b>Preparation of chemicals</b>	<b>Yes/No</b>	
<b>Sharpening and Honing of knife</b>	<b>Yes/No</b>	
<b>Tissue Processing for embedding</b>	<b>Yes/No</b>	
<b>Section cutting</b>	<b>Yes/ No</b>	
<b>H&amp; E staining and mounting</b>	<b>Yes/ No</b>	
<b>Special Staining</b>	<b>Yes/ No</b>	

1. Demonstrate all steps of tissue processing(Dehydration/ Clearing/ Embedding/Block making/ Section cutting)
2. Demonstrate steps of Knife sharpening

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**LABORATORY POSTINGS**

**CYTOGENETICS LAB**

**Student must prepare a karyogram from his/her own tissue. Kindly save a copy of the same in your portfolio.**

**Name of Tissue: Buccal smear/ blood/ bone marrow**

**No of attempts for preparing successful karyogram:**

**Check List:**

<b>Date</b>	<b>Procedure to be Done</b>	<b>Status Yes/No</b>
	<b>Procurement of tissue</b>	
	<b>Implantation done</b>	
	<b>Harvesting done</b>	
	<b>Slide preparation and staining</b>	
	<b>Analysis</b>	

**LABORATORY POSTINGS**

**ULTRASOUND LAB**

**Ultrasonography, a non invasive tool for visualizing structures uses thorough knowledge of anatomy. This lab gives an opportunity to observe and perform abdominal ultrasound on healthy subjects.**

<b>Date</b>	<b>Activity</b>	<b>Status Performed successfully Yes/No</b>

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**PREPARATION OF MUSEUM SPECIMEN**

S N	Details of Specimen/Poster /Model/ Specimen procurement	Prepared Key (Yes/No)	Allotment Date	Completion Date	Remark of AS with signature and date

**THESIS WORK PROGRESSION RECORD & MONITORING**

Thesis guide will be allotted in First Semester. Students are directed to meet their guides regularly. Record of meetings related to thesis/ proforma/publications must be clearly stated by residents in the following format. Guides/ Co guides are requested to provide decisions, future plan, work allotment, satisfaction level in relation to task given etc in the remarks column.

No of Activity	Semester	Date	Type of work	Remarks by Guide / Co Guide with signature

**CLINICAL WORK/ POSTINGS**

Provide details of various postings in the clinical departments in the given format like PHC, Family Medicine, Trauma and Emergency, Covid Duty etc. Kindly attach the photocopy of office order in your portfolio.

SN	Duration	Date From-to	Order No	Departm ent	Type of work	Signature of Faculty In- Charge

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**EXTRACURRICULAR ACTIVITY**

Post graduate training program promotes the active participation of candidates in various outreach activities at state, national and international levels other than academics. Activities may include active involvement in organization of conferences, workshops, body donation camps, blood donation drive, anatomical society activity, annual sports competition, tree plantation drive, cultural fests etc. Kindly provide a self attested photocopy of certificate of participation of the same in your portfolio. Provide details of participation in the given format.

SN	Semester	Date/s	Details of activity

**BEHAVIOURAL ASSESSMENT**

To be done independently by two faculty members at the end of each semester. Faculty members are requested to give appropriate feedback to the trainee. Kindly provide grades as A,B,C or D. The postgraduate program ensures development of all elements of professional behaviour and monitors the same under following parameters.

Parameter	II semester		IV semester		VI semester	
	F1	F2	F1	F2	F1	F2
<b>Regularity</b>						
<b>Punctuality</b>						
<b>Interpersonal relationship with seniors/juniors/ staff /students</b>						
<b>Capability to work independently</b>						
<b>Ability to accept challenges in short notice</b>						
<b>Self motivation for taking responsibility</b>						

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**SCIENTIFIC AND RESEARCH ACTIVITIES**

Post graduate scholars must develop scientific temperament during training period. It is mandatory for PG candidates to

- **Present at least one poster** in a state/ national level conference.
- **Present at least one oral presentation** at a national/ state level conference.
- **Publish at least one original research article** in an index journal as first author, before appearing in the university exam.

Kindly provide information of following academic activities along with self-attested copy of certificates.

- **Membership of Professional Bodies/ Society**
- **Details of conferences attended**
- **Details of Presentations at Conferences**
- **Details of CME/ Workshops/ Symposia/ Webinar/Online trainings/ Certificate courses/ Covid Training/ BMW management training/ any other**
- **Details of Awards /Appreciations**
- **Details of Publications**
- **Details of Thesis Work**
- **Details of Basic Course in Research Methodology**

**This course has been made mandatory by MCI. Kindly attach the self-attested copy of completion certificate.**

Basic Course in Biomedical Research : Details at <a href="https://onlinecourses.nptel.ac.in/noc19_ge33/preview">https://onlinecourses.nptel.ac.in/noc19_ge33/preview</a>	
<b>Date of enrolment</b>	
<b>Date of completion</b>	
<b>Grades</b>	

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**Internal Assessment Marks**

<b>Semester</b>	<b>Theory 50 marks</b>	<b>Practical 50 marks</b>	<b>Total 100</b>	<b>Signature of HOD with date</b>
<b>I [ Gross anatomy I]</b>				
<b>II [ Gross Anatomy 2]</b>				
<b>III [ Genetics and embryology]</b>				
<b>IV [Microanatomy]</b>				
<b>V [ Neuroanatomy]</b>				
<b>VI [ PreUniversity]</b>				
<b>Total</b>				

**Remarks**

**First Semester**

**Second Semester**

**Third Semester**

**Fourth Semester**

**Fifth Semester**

**Sixth Semester**

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**Appraisal Form**

**Name:**

**Period of Training: From.....To.....**

**[Grades: More than satisfactory: 7-9; Satisfactory: 4-5; Not Satisfactory: 1-3]**

SN	Parameters	Grade
1	Journal based / recent advances learning	
2	Laboratory or Skill based learning	
3	Self-directed learning and teaching	
4	Departmental and interdepartmental learning activity	
5	External and Outreach Activities	
6	Thesis / Research work	
7	Log Book Maintenance	

Publications Yes/ No [Attach list]

Remarks:

**\*REMARKS: Any significant positive or negative attributes of a postgraduate student to be mentioned. For score less than 4 in any category, remediation must be suggested. Individual feedback to postgraduate students is strongly recommended.**

SIGNATURE OF ASSESSEE

SIGNATURE OF HOD