



Multan Medical  
and Dental College

FACULTY DEVELOPMENT  
PROGRAMME



**FACULTY DEVELOPMENT  
PROGRAMME**

**(FDP-DEMO-01)**

**HANDBOOK**




# MULTAN MEDICAL & DENTAL COLLEGE

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## FACULTY DEVELOPMENT PROGRAM (FDP) WORKSHOPS 2020-2021

### WORKSHOP SCHEDULE

Date	11:00 to 11: 15 am	11:15 to 11: 45 am	11:45 to 12:00 am	12:00 to 12:45 am	12:45 to 1:00 pm
03-12-2020	Seating and introduction Mr. Imran Rasul	Orientation to the Workshops Dr. Awais Khan	<b>BREAK</b>	How to make a good power point Dr. Ejaz Sahu	Hands on Dr. Asad Ali
<b>Date</b>	<b>11:00 to 11:05 am</b>	<b>11:15 to 11: 45 am</b>		<b>12:00 to 12:45 am</b>	<b>12:45 to 1:00 pm</b>
05-12-2020	Seating of applicants	Communication Skills Dr. Awais Khan		How to give effective feedback Dr. Asad Ali	Feedback Roleplays Dr. Asad Ali
08-12-2020	Seating of applicants	Gagne's Conditions of Learning + Gagne's 9 events of instructions Dr. Sakina Joiya		Innovative SGD techniques Dr. Sakina Joiya	Application of Gagne's Learning in Medical setup
09-12-2020	Seating of applicants	Cognitive load Theory Dr. Aman		Cognitive Levels Dr. Awais Khan	Example of questions on all levels Dr. Awais Khan
12-12-2020	Seating of applicants	Microteaching		Microteaching	Feedback and Reflection of the whole session Dr. Sakina Joiya
14-12-2020	Seating of applicants	Microteaching		Microteaching	Feedback and Reflection of the whole session Dr. Sakina Joiya

  
 Chief Operating Officer  
 Multan Medical & Dental  
 College, Multan

## **PROGRAMME VENUE AND TIMINGS**

**VENUE: Lecture Hall 4  
New Block MMDC**

**11:00 am to 1:00 pm**

## PROGRAMME

<b>Subject/Title</b>	<b>Core Workshops for Demonstrators</b>
<b>Financial code</b>	<b>FDP-Demo-01</b>
<b>Date and duration</b>	<b>03- 12 -2020 to 14-12-2020</b>
<b>Location</b>	<b>Multan Medical and Dental College, Multan</b>

<b>Expected outcome</b>	<ul style="list-style-type: none"><li>• Enhance Power point and Presentation skills</li><li>• Improve student engagement (Active Learning)</li><li>• Conduct Interactive and Innovative Sessions</li><li>• The personal connections between the members of the network and the functioning of the network itself are reinforced</li></ul>
<b>Methodologies</b>	Presentations and Hands On
<b>Profile of participants</b>	<b><u>All Demonstrators are to attend the Workshops</u></b>
<b>Attendance</b>	Attendance is MANDATORY. If the participant has a lecture and cannot attend the workshop, they are to provide their time table photograph to Dr. Saima Riaz and Dr. Aman Fatima (DME)

<b>Microteaching Sessions</b>	<p>Microteachings are presentations that the participants (Demonstrators) will present on the last two days of the workshops. Each participant will be given 10 minutes (Maximum) to deliver their presentation. (Setting up laptop and USB included)</p> <p>Time will be noted on stopwatch and a buzzer will be pressed. Participants must make sure they finish in their time slot.</p> <p>If a participant is not present when it is their turn, they will not be given another time slot.</p> <p>Topic: Any topic related to Medical Fields of MBBS/BDS. It can be</p>
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	<p>any subject and any topic. (Must be a small topic so that the participant is able to finish on time)</p> <p>Marking: Presenter will be evaluated by Rubric scale and feedback will be given to them.</p>
<b>Registration for Microteaching Session</b>	<p>Participants who are interested will have to register their names and submit their topic on Day 1 of workshop.</p> <p>Registrations will be done by Dr. Mirza Hassan Zaheer (DME)</p>
<b>BREAKS</b>	<p>15 Minutes break in every session. 11:45 am to 12:00 pm</p> <p>Attendance will be marked after the break as well.</p>
<b>Feedback</b>	<p>Will be taken everyday and must be filled by all participants.</p> <p>Feedback will be taken by Dr. Sakina M. Joiya in official Whatsapp groups of FDP. Google form links will be shared and will be disabled by 6 pm sharp.</p>
<b>Certificate</b>	<p>To receive the certificate the following are mandatory:</p> <ol style="list-style-type: none"> <li>1. 100% attendance and evidence of academic activity if a session is missed.</li> <li>2. Feedback form filled every day after the session</li> <li>3. Completing Microteaching session</li> </ol>
<b>SOPS</b>	<ol style="list-style-type: none"> <li>1. Wear Masks</li> <li>2. Social Distance</li> </ol>
<b>Rules</b>	<ol style="list-style-type: none"> <li>1. Be present on time.</li> <li>2. No disturbance or interruptions during presentations (action will be taken if an individual is causing disruptions)</li> <li>3. Cell phones must be on silent mode.</li> <li>4. Raise your hand when you have a question.</li> <li>5. Wear Overalls.</li> </ol>

**Looking forward to Your attendance and interactive sessions.**

**Regards:**

**Department of Medical Education**