



Form: Course Syllabus	Form Number	EXC-01-02-02A
	Issue Number and Date	2963/2022/24/3/2 5/12/2022
	Number and Date of Revision or Modification	2/(10/12/2023)
	Deans Council Approval Decision Number	50/2023
	The Date of the Deans Council Approval Decision	26/12/2023
	Number of Pages	06

1.	Course Title	Introduction to prosthetics and orthotics practical skills I
2.	Course Number	1833180
3.	Credit Hours (Theory, Practical)	1
	Contact Hours (Theory, Practical)	64 Practical
4.	Prerequisites/ Corequisites	None
5.	Program Title	BSc in prosthetics and orthotics
6.	Program Code	3
7.	School/ Center	School of Rehabilitation sciences
8.	Department	Department of prosthetics and orthotics
9.	Course Level	Undergraduate
10.	Year of Study and Semester (s)	2024/ 1 st semester
11.	Other Department(s) Involved in Teaching the Course	N/A
12.	Main Learning Language	English
13.	Learning Types	<input type="checkbox"/> Face to face learning <input checked="" type="checkbox"/> Blended <input type="checkbox"/> Fully online
14.	Online Platforms(s)	<input checked="" type="checkbox"/> Moodle <input type="checkbox"/> Microsoft Teams <input type="checkbox"/> Skype <input type="checkbox"/> Zoom
15.	Issuing Date	2023
16.	Revision Date	2024

17. Course Coordinator:

Name: Reem Massarweh	Contact hours: Tuesday 11-12
Office number: 520	Phone number: 06/5355000-23226
Email: r.massarweh@ju.edu.jo	



18. Other Instructors:

Name:
Office number:
Phone number:
Email:
Contact hours:
Name:
Office number:
Phone number:
Email:
Contact hours:

19. Course Description:

As stated in the approved study plan.

This course provides basic skills in the field of prosthetics and orthotics including: casting, using plaster, cast modification, drilling, trimming, welding, bending, riveting, cutting and using the different prosthetics and orthotics machinery and tools. In addition, students will learn how to relate the characteristics of the three major types of materials, wood, metal and plastic, to their use in prosthetic and orthotic appliances. Throughout this course students are expected to develop manipulative skills and mastery over the use of these materials to produce an appliance that fits a patient's need.

20. Program Intended Learning Outcomes: (To be used in designing the matrix linking the intended learning outcomes of the course with the intended learning outcomes of the program)

- 1. Develop and integrate knowledge from foundational courses; including basic sciences, medical sciences, and research methods, to reflect on the practice of rehabilitation sciences.*
- 2. Demonstrate knowledge of skills, techniques, therapeutic modalities, and contemporary trends in orthotic and prosthetic practice.*
- 3. Apply the skills of managing health practice (i.e. prosthetics and orthotics) in different environments and for different patients.*
- 4. Perform appropriate examinations and evaluations of patients, taking into account personal and environmental factors across diverse clinical settings.*



5. Develop constructive methods for utilizing the appropriate equipment, materials, components, and technologies in constructing prosthetic and orthotic devices

6. Operate within interprofessional teams of healthcare providers, clients, communities, and organizations across traditional and emerging practices. While concurrently illustrating the qualities of a lifelong learner, apply ethical principles to promote inclusion, participation, safety, and wellbeing for all clients.

21. Course Intended Learning Outcomes: (Upon completion of the course, the student will be able to achieve the following intended learning outcomes)

- 1- Skills on basic hand skills needed in the metal work and thermoplastics work*
- 2- Practicing manufacturing PVA sleeves*
- 3- Practicing skiving and shaving off multi-foam materials*
- 4- Practicing POP bandages and POP plaster work*
- 5- Identifying multi-foam materials and their uses.*
- 6- Introduction to PVA material and learning how it's used in prosthetic fabrication.*
- 7- Perform PVA measurement taking and prepare the PVA bag.*
- 8- Learning about Back slap and the best way to use them. Positive making and modification of a basic foot insole.*
- 9- Identifying and memorizing the different machinery and tools most used in the P&O workshop*
- 10- Identifying, memorizing, and practicing safety measures in the P&O workshop*

Course ILOs	The learning levels to be achieved					
	Remembering	Understanding	Applying	Analysing	evaluating	Creating
1			x			
2						x
3			x			
4			x			
5		x				
6	x					
7			x			



8			X			
9	x					
10	x					

22. The matrix linking the intended learning outcomes of the course with the intended learning outcomes of the program:

Program ILOs	ILO (1)	ILO (2)	ILO (3)	ILO (4)	ILO (5)
Course ILOs					
1	X				
2	X				
3	X				
4		X			
5		x			
6	X				
7		X			
8			X		

23. Topic Outline and Schedule:

Week	Lecture	Topic	ILO/s Linked to the Topic	Learning Types (Face to Face/ Blended/ Fully Online)	Platform Used	Synchronous / Asynchronous Lecturing	Evaluation Methods	Learning Resources
1	1.1	<i>Introduction to P&O workshop, machinery, tools, and hazards</i>	1				<i>Quiz</i>	



	1.2							
	1.3							
2	2.1	Introduction to P&O workshop safety measures	1				Quiz	
	2.2							
	2.3							
3	3.1	Metal work	2				rubric	
	3.2							
	3.3							
4	4.1	Metal work	2					
	4.2							
	4.3							
5	5.1	Metal work	2					
	5.2							
	5.3							
6	6.1	Metal work	2					
	6.2							
	6.3							
7	7.1	Metal work	2					
	7.2							
	7.3							
8	8.1	Back slap	3					
	8.2							
	8.3							
9	9.1	Positive making and modification	4					
	9.2							
	9.3							
10	10.1	Positive modification	4					
	10.2							
	10.3							
11	11.1	Fabricating shoe insert	3					
	11.2							
	11.3							
12	12.1	Ankle joint bending	2					



	12.2							
	12.3							
13	13.1	Multi-foam shaving	3					
	13.2							
	13.3							
14	14.1	PVA	1					
	14.2							
	14.3							
15	15.1	Final exam						
	15.2							
	15.3							

24. Evaluation Methods:

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

Evaluation Activity	Mark	Topic(s)	ILO/s Linked to the Evaluation activity	Period (Week)	Platform
Rubric	90	3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14	1,2,3,4	Weeks 3, 14	
Final exam	10	1,2	1,2	To be assigned	

25. Course Requirements:

(e.g.: students should have a computer, internet connection, webcam, account on a specific software/platform...etc.):

Workshop tools

**26. Course Policies:****A- Attendance policies:**

- 1- Attendance will be taken periodically throughout the semester.*
- 2- Students are expected to attend and actively participate in all classes.*
- 3- Students are expected to be on time.*
- 4- Repeated tardiness or leaving early will not be accepted.*
- 5- Students who miss class (or any portion of class) are responsible for the content. Any student who misses a class has the responsibility for obtaining copies of notes, handouts, assignments, etc. from class members who were present. If additional assistance is still necessary, an appointment should be scheduled with the instructor. Class time is not to be used to go over material with students who missed class(es).*
- 6- An absence of more than 15% of all the number of classes, which is equivalent of (2) classes, requires that the student provides an official excuse to the instructor and the dean.*
- 7- If the excuse was accepted the student is required to withdraw from the module.*
- 8- If the excuse was rejected the student will fail the module and mark of zero will be assigned as suggested by the laws and regulations of the University of Jordan. Please refer to pages 133, 134 of the student handbook.*
- 9-*

B- Absences from exams and submitting assignments on time:

- 1- The instructor will not do any make-up exams.*
- 2- Exceptions for make-up exams and late submission of class assignments will be made on a case-by-case basis for true personal emergencies that are described as accepted by the regulations of UJ (e.g., documented medical, personal, or family emergency).*
- 3- Make-up exams will be arranged if justifications for missing the exam satisfy the above. It is the student's responsibility to contact the instructor within 24 hours of the original exam to schedule a make-up session. A make-up exam should be taken within a week from the original exam date, unless the student can provide documentation that makes meeting that deadline impossible; otherwise, the recorded score for that exam for the student will be a zero.*
- 4- Late assignments will not be accepted and submission of assignments (due to unjustified absence from class) by other students will not be accepted regardless of how much work the student put into its preparation.*

C- Health and safety procedures:

- 1- Students will not be in direct contact with patients during this course.*



- 2- *Students are not expected to use any heavy tools or equipment that might impose health and safety issues during this course.*
- 3- *Students should work safely, including being able to select appropriate hazard control and risk management, reduction or elimination techniques in a safe manner in accordance with health and safety legislation.*
- 4- *Students should understand the importance of and be able to maintain confidentiality.*
- 5- *Students should understand the importance of and be able to obtain informed consent.*
- 6- *Students should know the limits of their practice and when to seek advice or refer to another professional*

D- Honesty policy regarding cheating, plagiarism, misbehavior:

- 1- *Students are expected to observe all University guidelines pertaining to academic misconduct.*
- 2- *Any work submitted by a student for academic credit must be the student's own work. Submission of work taken directly from another source (e.g., book, journal, internet, clinic forms, or another student work) will be considered plagiarism and the student/group will get a zero grade for that work if part of an assignment. In addition, if copying occurred, both the student who copied the work and the student who gave material to be copied (if applicable) will receive a zero for the assignment.*
- 3- *Students are expected to do work required for assignments on their own. Asking other instructors at the JU clinic or the staff, or other students to assist in or do any part of the assignment for them will negatively affect their grade on that assignment. The course instructor is the person the student needs to talk to if s/he has any difficulties pertaining to an assignment or project and is strongly encouraged to schedule an appointment with the instructor if such difficulties arise during the semester.*
- 4- *Course materials prepared by the instructor, together with the content of all lectures and review sessions presented by the instructor are the property of the instructor. Video and audio recording of lectures and review sessions without the consent of the instructor is prohibited.*
- 5- *Any forms of academic misconduct will be handled according to the University of Jordan guidelines.*

E- Grading policy:

Grading for this course will be determined based upon the accumulation of points for variety of assignments and exams. All work will be evaluated on completeness, organization, clarity of information, and the integration and application of the material.

F- Available university services that support achievement in the course:

The University of Jordan provides many services to support social, health, and mental well-being of students in general and students with disabilities in specific. Students are advised to visit the Faculty of Students Affairs to learn more about those services. If you are a student with a disability for which you may request accommodations, please notify the staff of Services for



Student with Disabilities (Faculty of Students Affairs) as soon as possible. Please also contact the instructor as soon as possible (email is acceptable) so the appropriate accommodations for this course can be made.

27. References:

A- Required book(s), assigned reading and audio-visuals:

B- Recommended books, materials, and media:

28. Additional information:

Name of the Instructor or the Course Coordinator:

Reem Massarweh.....

Signature:

...R.Massarweh.....

Date:

...20/10/24.....

Signature:

Date:

Name of the Head of Quality Assurance

Committee/ Department

Dr. Amneh Al-Shawabkeh

Amneh Al-Shawabkeh

Signature:

...20/10/24.....

Amneh Al-Shawabkeh

Name of the Head of Department

..... Dr. Amneh Al-Shawabkeh

Name of the Head of Quality Assurance

Committee/ School or Center

.....Prof. Kamal Hadidi.....

Signature:

Date:

KAH.....

Name of the Dean or the Director

..... Prof. Kamal Hadidi.....

Signature:

...20/10/24.....

KAH