

Republic of Yemen

Ministry of Education & Scientific Research

Council of Academic Accreditation & Quality Assurance of

Higher Education(CAQA)



21 September University

Faculty of Dentistry

Department of Dentistry

Program of Bachelor of Dental surgery

Course Specification of

Oral Medicine (2)

Course Code. (09.11.925)

2024/2025

I. General Information:

1.	Course Title:	Oral medicine (2)				
2.	Course Code:	09.11.925				
3.	Credit Hours:	Credit Hours	Theory Contact Hours		Practical Contact Hours	
			Lecture	Tutorial/ Seminar	Lab	Clinical
		3	2	--	--	3
4.	Level/ Semester at which this Course is offered:	4 th Level / 2 nd Semester				
5.	Pre –Requisite (if any):	Oral medicine (1)				
6.	Co –Requisite (if any):	-----				
7.	Program (s) in which the Course is Offered:	Bachelor of Dental surgery				
8.	Language of Teaching the Course:	English				
9.	Location of Teaching the Course:	Faculty of Dentistry				
10.	Prepared by:	Dr. Wadhah Alhajj				
11.	Date and Number of Approval by Council:					

II. Course Description:

The course aims to learn the students the diagnosis and treatment of white, red mucosal lesions that affects the oral cavity and adjacent structures. It also aims to provide students with information and expand their analytical and diagnostic skills to a wide range of oral ulceration and pigmented lesions as well as the clinical signs and symptoms, treatment and prognosis of different oral lesions. Oral medicine (1) is a pre-requisite for this course. All of that is performed using lectures, discussions and cooperative learning strategies.

III. Course Intended Learning Outcomes (CILOs) :

Referenced PILOs

Upon successful completion of the course, students will be able to:				
A. Knowledge and Understanding:		I, P or M/A		
a1	Identify types, etiology, histopathology and clinical features of red and white blood cells disorders and their effect on oral management.	M	A1	Describe the scientific basis of dentistry and the relevant biomedical and behavioral sciences which form the basis for understanding human growth, development and health.
			A4	Describe the different clinical, laboratory and special investigatory procedures practiced in dentistry.
a2	Enumerate the laboratory and special investigations to in para-oral structures lesions.	M	A4	Describe the different clinical, laboratory and special investigatory procedures practiced in dentistry.
a3	Describe dental management, implications and prognosis of oral medically compromised patients.	M	A4	Describe the different clinical, laboratory and special investigatory procedures practiced in dentistry.
			A5	Show an understanding of the psychological, cultural and social factors that have implications on oral disease management and prevention
B. Intellectual Skills:				
b1	Assess different dental and oral pathological conditions, depending on clinical, radiographic and microscopic feature.	M	B1	Incorporate theoretical basic biomedical, behavioral and dental sciences with the clinical signs and symptoms for appropriate understanding of disease and its management.
			B2	Evaluation of critical thinking and evidence-based problem solving when providing patient's care.

b2	Analyze the different dental, oral and para-oral lesions, depending on their characteristic clinical, radiographic and histopathological features.	M	B1	Incorporate theoretical basic biomedical, behavioral and dental sciences with the clinical signs and symptoms for appropriate understanding of disease and its management.
			B2	Evaluation of critical thinking and evidence-based problem solving when providing patient's care.
C. Professional and Practical Skills:				
c1	Manipulate data collected from the different signs and symptoms during the patient examination.	P	C1	Obtain and record a comprehensive history, perform an appropriate physical examination, and carry out different investigations to reach a correct diagnosis and treatment.
			C2	Detect pathological conditions related to the dental practice.
c2	Perform differentiation clinically between different types of oral lesions.	P	C1	Obtain and record a comprehensive history, perform an appropriate physical examination, and carry out different investigations to reach a correct diagnosis and treatment.
			C2	Detect pathological conditions related to the dental practice.
D. Transferable Skills:				
d1	Use advanced techniques and materials to reach proper diagnosis and conduct best treatment.	M	D1	Commit to continuous education, self-development and lifelong learning to remain updated with advances in dental practice.
			D4	Use advanced information and communication technologies to enrich and diversify professional experience.
I= Introduced, P=Practiced or M/A= Mastered/Advanced				

(A) Alignment of Course Intended Learning Outcomes (Knowledge and Understanding) to Teaching Strategies and Assessment Methods:

Course Intended Learning Outcomes		Teaching Strategies	Assessment Strategies
a1	Identify types, etiology, histopathology and clinical features of red and white blood cells disorders and their effect on oral management.	<ul style="list-style-type: none"> • Lecture • Discussion ▪ Self-learning 	<ul style="list-style-type: none"> • Written examination • Oral examination ▪ □ Quizzes
a2	Enumerate the laboratory and special investigations to in para-oral structures lesions.	<ul style="list-style-type: none"> • Lecture • Discussion ▪ Self-learning 	<ul style="list-style-type: none"> • Written examination • Oral examination ▪ Quizzes
a3	Describe dental management, implications and prognosis of oral medically compromised patients.	<ul style="list-style-type: none"> • Lecture • Seminar • Self-learning • Discussion 	<ul style="list-style-type: none"> • Written examination • Oral examination ▪ Quizzes

(B) Alignment of Course Intended Learning Outcomes (Intellectual Skills) to Teaching Strategies and Assessment Methods:

Course Intended Learning Outcomes		Teaching Strategies	Assessment Strategies
b1	Assess different dental and oral pathological conditions, depending on clinical, radiographic and microscopic feature.	<ul style="list-style-type: none"> • Problem solving CBL • Problem-based learning scenario PBL ▪ Training 	<ul style="list-style-type: none"> • Written examination • Oral examination ▪ Final Practical Exam
b2	Analyze the different dental, oral and para-oral lesions, depending on their characteristic clinical, radiographic and histopathological features.	<ul style="list-style-type: none"> • Problem solving CBL • Problem-based learning scenario PBL • Training 	<ul style="list-style-type: none"> • Written examination • Oral examination • Final Practical Exam

(C) Alignment of Course Intended Learning Outcomes (Professional and Practical Skills) to Teaching Strategies and Assessment Methods:

Course Intended Learning Outcomes		Teaching Strategies	Assessment Strategies
c1	Manipulate data collected from the different signs and symptoms during the patient examination.	<ul style="list-style-type: none"> • Practical session • Training • CBL • Problem-based learning scenario PBL 	<ul style="list-style-type: none"> • Clinical and practical examination • Final oral exam • Work assignment

c2	Perform differentiation clinically between different types of oral lesions.	<ul style="list-style-type: none"> Practical session Training CBL Problem-based learning scenario PBL 	<ul style="list-style-type: none"> Clinical and practical examination Final oral exam Work assignment
(D) Alignment of Course Intended Learning Outcomes (Transferable Skills) to Teaching Strategies and Assessment Methods:			
Course Intended Learning Outcomes		Teaching Strategies	Assessment Strategies
d1	Use advanced techniques and materials to reach proper diagnosis and conduct best treatment.	<ul style="list-style-type: none"> Seminar Self-learning Presentation Discussion Problem solving Case study 	<ul style="list-style-type: none"> Homework Research Oral Discussion

IV. Course Contents:

A. Theoretical Aspect:

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours	Learning Outcomes (CILOs)
1	RBC disorders-1	<ul style="list-style-type: none"> Iron deficiency anemia Plummer Vinson syndrome Pernicious anemia Folic acid deficiency anemia Aplastic anemia 	1	2	a1, a3, b2, c1, d1
2	RBC disorders-2	<ul style="list-style-type: none"> Sickle cell anemia Thalassemia Polycythemia 	1	2	a1, a3, b2, c1, d1
3	WBC disorders	<ul style="list-style-type: none"> Agranulocytosis Cyclic Neutropenia Leukemia 	2	4	a1, a3, b2, c1, d1
4	Platelet disorders	<ul style="list-style-type: none"> Thrombocytopenia Thrombocytosis 	1	2	a1, a3, b2, c1, d1

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours	Learning Outcomes (CILOs)
5	Coagulation disorders	<ul style="list-style-type: none"> - Hemophilia A, B - Von Willebrand disease - Liver disease - Vit. K deficiency - Anticoagulants 	2	4	a1, a3, b2, c1, d1
6	- Midterm examination		1	2	a1, a3, b2, c1, d1
7	Oro facial pain	<ul style="list-style-type: none"> - Somatic - Neurologic - Psychosomatic - Dental and non-dental - Migraine - Neuralgias - Myofacial pain syndrome 	2	4	a2, a3, b1, b2, c1, d1
8	Tongue lesions	<ul style="list-style-type: none"> - Glossitis - Tongue ulcers - Atrophic tongue - Hairy tongue - Geographic tongue - Fissured tongue - Abnormalities in tongue size and shape 	1	2	a2, b1, c2, d1
9	Salivary gland diseases	<ul style="list-style-type: none"> - Reactive - Developmental - Infectious - Immunological - Miscellaneous 	1	2	a2, a3, b1, b2, c1, d1
10	TMJ disorders	<ul style="list-style-type: none"> - Etiology of TMJ disorders - Anatomy of TMJ - Examination of TMJ - Treatment of TMJ disorders 	1	2	a2, a3, b1, b2, c1, d1
	Dental management of medically compromised patients -1	<p>Cardiovascular diseases</p> <ul style="list-style-type: none"> - Angina pectoris - Myocardial infarction - Hypertension - Infective endocarditis <p>Renal disorders</p>	1	2	a3, b2, c1, d1

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours	Learning Outcomes (CILOs)
		Liver disorders			
	Dental management of medically compromised patients -2	Endocrine disorders - Adrenal gland - Diabetes - Pituitary gland - Thyroid gland - Parathyroid gland - Pregnancy	1	2	a3, b2, c1, d1
11	- Final Theoretical Exam		1	2	a1, a2, a3, b1, b2, c1, c2, d1
Number of Weeks /and Units Per Semester			16	32	

B. Practical Aspect (Lab/Clinical) (if any):

No.	Tasks/ Experiments	Number of Weeks	Contact Hours	Learning Outcomes (CILOs)
1	• Revision of diagnostic chart	1	3	a3, b1, c1, c2
2	• Clinical picture of blood disorders	1	3	a2, a3, b1, b2, c2, d1
3	• Cases	2	6	a2, a3, b1, b2, c2, d1
4	• Clinical picture of endocrine disorders	1	3	a2, a3, b1, b2, c2, d1
5	• Cases	2	6	a2, a3, b1, b2, c2, d1
6	• Clinical picture of tongue lesions	1	3	a2, a3, b1, b2, c2, d1
7	• Cases	2	6	a2, a3, b1, b2, c2, d1

No.	Tasks/ Experiments	Number of Weeks	Contact Hours	Learning Outcomes (CILOs)
8	• Clinical picture of salivary gland disorders	1	6	a2, a3, b1, b2, c2, d1
9	• Cases	2	6	a2, a3, b1, b2, c2, d1
10	• Final practical examination	2	6	a2, a3, b1, b2, c2, d1
Number of Weeks /and Units Per Semester		15	45	

VII. Assignments:

No.	Assignments	Week Due	Mark	Aligned CILOs (symbols)
1	Assignments: Six reports about oral medicine conditions.	1 st -14 th week	20	a2, a3, b1, b2, c2, d1
Total			20	

VIII. Schedule of Assessment Tasks for Students During the Semester:

No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment	Aligned Course Learning Outcomes
1	Assignments	1 st - 14 th weeks	20	20%	a2, a3, b1, b2, c2, d1
2	Mid-Term Theoretical Exam	8 th week	20	20%	a1, a3, b2, c1, d1
3	Final Practical Exam	15 th week	20	20%	
4	Final Theoretical Exam	16 th week	40	40%	a1, a2, a3, b1, b2, c1, c2, d1
Total			100	100%	

IX. Learning Resources:

- Written in the following order: Author, Year of publication, Title, Edition, Place of publication, Publisher.

1- Required Textbook(s) (maximum two):

- Michael Glick et al.; Burket's Oral Medicine 13th Edition Wiley-Blackwell; 13th edition (October 5, 2021)
- Anil Govindrao Ghom ,et al.; Textbook of Oral Medicine Jaypee Brothers Medical Publishers (P) Ltd.; 4th edition (November 23, 2021)
- Cawson Essentials of Oral Pathology and Oral Medicine . Cawson and Odell, 7th Edition, 2002.

2- Essential References:

- 1- Ramesh Balasubramaniam et al.; Oral Medicine: A Clinical Guide Springer (November 9, 2023)
- 2- Tapasya Karemore ,:Textbook of Oral Medicine and Radiology CBS PUBLISHERS AND DISTRIBUTORS PVT LTD (February 27, 2021)
- 3- S. R. Prabhu ,: Handbook of Oral Pathology and Oral Medicine Wiley-Blackwell; 1st edition (August 10, 2021)
- 4- Anuridhi Choudhary et al.; Oral Manifestations of Systemic Diseases: Bridging Oral and Systemic Diseases LAP LAMBERT Academic Publishing (September 12, 2019)
- 5- Camile S. Farah ,2019:Contemporary Oral Medicine: A Comprehensive Approach to Clinical Practice 1st ed. 2019 Edition Springer

3- Electronic Materials and Web Sites etc.:

Websites:

- 6- Use google scholar Engine Search <https://scholar.google.com/>
- 7- <https://pubmed.ncbi.nlm.nih.gov/>

Journals:

Journal of oral pathology and medicine
Journal of oral and maxillofacial pathology
Journal of Oral medicine and Oral pathology

Other Web Sources:

<https://www.youtube.com/@associateprof.wadhahal-haj1228/playlists>

X. Course Policies: (Based on the Uniform Students' By law (2007)

1 Class Attendance:

	Class Attendance is mandatory. A student is considered absent and shall be banned from taking the final exam if his/her absence exceeds 25% of total classes.
2	Tardiness: A student will be considered late if he/she is not in class after 10 minutes of the start time of class.
3	Exam Attendance/Punctuality: No student shall be allowed to the exam hall after 30 minutes of the start time, and shall not leave the hall before half of the exam time has passed.
4	Assignments & Projects: Assignments and projects must be submitted on time. Students who delay their assignments or projects shall lose the mark allocated for the same.
5	Cheating: Cheating is an act of fraud that results in the cancelation of the student's exam or assignment. If it takes place in a final exam, the penalties stipulated for in the Uniform Students' Bylaw (2007) shall apply.
6	Forgery and Impersonation: Forgery/Impersonation is an act of fraud that results in the cancelation of the student's exam, assignment or project. If it takes place in a final exam, the penalties stipulated for in the Uniform Students' Bylaw (2007) shall apply.
7	Other policies: The University official regulations in force will be strictly observed and students shall comply with all rules and regulations of the examination set by the Department, Faculty and University Administration.

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Oral Medicine (2)

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2024/2025



T4: This Template is Developed and Approved by CAQA-Yemen, 2023

I. Information about Faculty Member Responsible for the Course:							
Name of Faculty Member:		Office Hours					
Location & Telephone No.:	-----						
E-mail:	--@--	SAT	SUN	MON	TUE	WED	THU

2024/2025

II. Course Identification and General Information:					
Course Title:	Oral medicine (2)				
Course Code:	09.11.925				
Credit Hours:	Credit Hours	Theory Contact Hours		Practical Contact Hours	
		Lecture	Tutorial/ Seminar	Lab	Clinical
	3	2	--	--	3
Level/ Semester at which this Course is offered:	4th Level / 2nd Semester				
Pre –Requisite (if any):	Oral medicine (1)				
Co –Requisite (if any):	-----				
Program (s) in which the Course is Offered:	Bachelor of Dental surgery				
Language of Teaching the Course:	English				
Location of Teaching the Course:	Faculty of Dentistry				
Prepared by:	Dr. Wadhah Alhajj				
11	Date and Number of Approval by Council:				

III. Course Description:

The course aims to learn the students the diagnosis and treatment of white, red mucosal lesions that affects the oral cavity and adjacent structures. It also aims to provide students with information and expand their analytical and diagnostic skills to a wide range of oral ulceration and pigmented lesions as well as the clinical signs and symptoms, treatment and prognosis of different oral lesions. Oral medicine (1) is a pre-requisite for this course. All of that is performed using lectures, discussions and cooperative learning strategies.

IV. Course Intended Learning Outcomes (CILOs) :

Upon successful completion of the Course, student will be able to:

A. Knowledge and Understanding:	
a 1	Identify types, etiology, histopathology and clinical features of red and white blood cells disorders and their effect on oral management.
a 2	Enumerate the laboratory and special investigations to in para-oral structures lesions.
a 3	Describe dental management , implications and prognosis of oral medically compromised patients.
B. Intellectual Skills:	
b 1	Assess different dental and oral pathological conditions, depending on clinical, radiographic and microscopic feature.
b	Analyze the different dental, oral and para-oral esions, depending on their characteristic clinical, radiographic and histopathological features.

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	C. Professional and Practical Skills:
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c2	Perform differentiation clinically between different types of oral lesions.	
D. Transferable Skills:		
d1	Use advanced techniques and materials to reach proper diagnosis and conduct best treatment.	
I= Introduced, P=Practiced or M/A= Mastered/Advanced		

V. Course Contents:

A. Theoretical Aspect:

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours
1	RBC disorders-1	<ul style="list-style-type: none"> - Iron deficiency anemia - Plummer Vinson syndrome - Pernicious anemia - Folic acid deficiency anemia - Aplastic anemia 	1	2
2	RBC disorders-2	<ul style="list-style-type: none"> - Sickle cell anemia - Thalassemia - Polycythemia 	1	2
3	WBC disorders	<ul style="list-style-type: none"> - Agranulocytosis - Cyclic Neutropenia - Leukemia 	2	4
4	Platelet disorders	<ul style="list-style-type: none"> - Thrombocytopenia - Thrombocytosis 	1	2
5	Coagulation disorders	<ul style="list-style-type: none"> - Hemophilia A, B - Von Willebrand disease - Liver disease - Vit. K deficiency - Anticoagulants 	2	4
6	- Midterm examination		1	2
7	Oro facial pain	<ul style="list-style-type: none"> - Somatic - Neurologic - Psychosomatic - Dental and non-dental - Migraine - Neuralgias - Myofacial pain syndrome 	2	4
8	Tongue lesions	<ul style="list-style-type: none"> - Glossitis - Tongue ulcers - Atrophic tongue - Hairy tongue - Geographic tongue - Fissured tongue - Abnormalities in tongue size and shape 	1	2
9	Salivary gland diseases	<ul style="list-style-type: none"> - Reactive - Developmental - Infectious - Immunological 		2

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours
		- Miscellaneous	1	
10	TMJ disorders	- Etiology of TMJ disorders - Anatomy of TMJ - Examination of TMJ - Treatment of TMJ disorders	1	2
	Dental management of medically compromised patients -1	Cardiovascular diseases - Angina pectoris - Myocardial infarction - Hypertension - Infective endocarditis Renal disorders Liver disorders	1	2
	Dental management of medically compromised patients -2	Endocrine disorders - Adrenal gland - Diabetes - Pituitary gland - Thyroid gland - Parathyroid gland - Pregnancy	1	2
11	- Final Theoretical Exam		1	2
Number of Weeks /and Units Per Semester			16	32

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours
1	RBC disorders-1	- Iron deficiency anemia - Plummer Vinson syndrome - Pernicious anemia - Folic acid deficiency anemia - Aplastic anemia	1	2
2	RBC disorders-2	- Sickle cell anemia - Thalassemia - Polycythemia	1	2
3	WBC disorders	- Agranulocytosis - Cyclic Neutropenia - Leukemia	2	4
4	Platelet disorders	- Thrombocytopenia - Thrombocytosis	1	2

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours
5	Coagulation disorders	<ul style="list-style-type: none"> - Hemophilia A, B - Von Willebrand disease - Liver disease - Vit. K deficiency - Anticoagulants 	2	4
6	Midterm examination		1	2
7	Oro facial pain	<ul style="list-style-type: none"> - Somatic - Neurologic - Psychosomatic - Dental and non-dental - Migraine - Neuralgias Myofacial pain syndrome 	2	4
8	Tongue lesions	<ul style="list-style-type: none"> - Glossitis - Tongue ulcers - Atrophic tongue - Hairy tongue - Geographic tongue - Fissured tongue Abnormalities in tongue size and shape 	1	2
9	Salivary gland diseases	<ul style="list-style-type: none"> - Reactive - Developmental - Infectious - Immunological - Miscellaneous 	1	2
10	TMJ disorders	<ul style="list-style-type: none"> - Etiology of TMJ disorders - Anatomy of TMJ - Examination of TMJ Treatment of TMJ disorders 	1	2
	Dental management of medically compromised patients -1	Cardiovascular diseases <ul style="list-style-type: none"> - Angina pectoris - Myocardial infarction - Hypertension - Infective endocarditis 	1	2

No.	Units/Topics List	Sub Topics List	Number of Weeks	Contact Hours
		Renal disorders Liver disorders		
	Dental management of medically compromised patients -2	Endocrine disorders - Adrenal gland - Diabetes - Pituitary gland - Thyroid gland - Parathyroid gland - Pregnancy	1	2
11	– Final Theoretical Exam		1	2
- Number of Weeks /and Units Per Semester			16	32

B. Case Studies and Practical Aspect:

No.	Tasks/ Experiments	Number of Weeks	Contact Hours
1	Revision of diagnostic chart	1	3
2	Clinical picture of blood disorders	1	3
3	Cases	2	6
4	Clinical picture of endocrine disorders	1	3
5	Cases	2	6
6	Clinical picture of tongue lesions	1	3
7	Cases	2	6
8	Clinical picture of salivary gland disorders	1	6
9	Cases	2	6
10	Final practical examination	2	6
Number of Weeks /and Units Per Semester		15	45

No.	Tasks/ Experiments	Number of Weeks	Contact Hours
1	• Revision of diagnostic chart	1	3
2	• Clinical picture of blood disorders	1	3
3	• Cases	2	6
4	• Clinical picture of endocrine disorders	1	3
5	• Cases	2	6
6	• Clinical picture of tongue lesions	1	3
7	• Cases	2	6
8	• Clinical picture of salivary gland disorders	1	6
9	• Cases	2	6
10	• Final practical examination	2	6
Number of Weeks /and Units Per Semester		15	45

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VI. Teaching Strategies of the Course:

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VII. Assessment Methods of the Course:

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VIII. Assignments:

No.	Assignments	Week Due	Mark
1	Assignments: Six reports about oral medicine conditions.	1st -14th week	20
Total			20

IX. Schedule of Assessment Tasks for Students During the Semester:

No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment
1	Assignments	1st -	20	20%

No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment
		14th weeks		
2	Mid-Term Theoretical Exam	8th week	20	20%
3	Final Practical Exam	15th week	20	20%
4	Final Theoretical Exam	16th week	40	40%
Total			100	100%

No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment
1	Assignments	1 st -14 th weeks	20	20%
2	Mid-Term Theoretical Exam	8 th week	20	20%
3	Final Practical Exam	15 th week	20	20%
4	Final Theoretical Exam	16 th week	40	40%
Total			100	100%

X. Learning Resources:

- *Written in the following order: Author, Year of publication, Title, Edition, Place of publication, Publisher.*

1- Required Textbook(s) (maximum two):

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Anuridhi Choudhary et al.;Oral Manifestations of Systemic Diseases: Bridging Oral and Systemic Diseases LAP LAMBERT Academic Publishing (September 12, 2019)

Camile S. Farah ,2019:Contemporary Oral Medicine: A Comprehensive Approach to Clinical Practice 1st ed. 2019 Edition Springer

3- Electronic Materials and Web Sites etc.:

Websites:

- 1- Use google scholar Engine Search <https://scholar.google.com/>
- 2- <https://pubmed.ncbi.nlm.nih.gov/>

Journals:

Journal of oral pathology and medicine
Journal of oral and maxillofacial pathology
Journal of Oral medicine and Oral pathology

Other Web Sources:

<https://www.youtube.com/@associateprof.wadhahal-haj1228/playlists>

XI. Course Policies: (Based on the Uniform Students' Bylaw (2007))

1	Class Attendance: Class Attendance is mandatory. A student is considered absent and shall be banned from taking the final exam if his/her absence exceeds 25% of total classes.
2	Tardiness: A student will be considered late if he/she is not in class after 10 minutes of the start time of class.
3	Exam Attendance/Punctuality:

	No student shall be allowed to the exam hall after 30 minutes of the start time, and shall not leave the hall before half of the exam time has passed.
4	Assignments & Projects: Assignments and projects must be submitted on time. Students who delay their assignments or projects shall lose the mark allocated for the same.
5	Cheating: Cheating is an act of fraud that results in the cancelation of the student's exam or assignment. If it takes place in a final exam, the penalties stipulated for in the Uniform Students' Bylaw (2007) shall apply.
6	Forgery and Impersonation: Forgery/Impersonation is an act of fraud that results in the cancelation of the student's exam, assignment or project. If it takes place in a final exam, the penalties stipulated for in the Uniform Students' Bylaw (2007) shall apply.
7	Other policies: The University official regulations in force will be strictly observed and students shall comply with all rules and regulations of the examination set by the Department, Faculty and University Administration.