

APPROVED

Head of General Hygiene and Ecology Department,
Institute of Public Health named after N.P. Grigorenko



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« 15 » January 2025

Technology of group and individual consultations, including working off practical classes implementation at the General Hygiene and Ecology Department of the Public Health Institute named after N.P. Grigorenko in the spring semester of the 2024-2025 academic year

1. Technology for conducting consultations, including practice, during the semester:

1.1. Group and individual consultations are conducted without permission from the dean's office/institute.

1.2. Group and individual consultations are conducted by appointment; the registration log is located in the laboratory (room 4-77).

1.3. Absences from seminar-type classes for an **unjustified reason** are worked off without permission from the dean's office/institute at the departmental work session to the teacher on duty in accordance with the established schedule of consultations, including work sessions, in oral (answering theoretical questions) and written (solving a situational problem) form.

1.4. Absences from seminar-type classes for a **valid reason** (illness, participation in sports, scientific and other events) are made up for subject to permission from the dean's office/institute on a general basis (see paragraph 1.1.).

1.5. Unsatisfactory grades for “final” classes are worked off without permission from the dean's office/institute at the departmental work session to the teacher on duty in accordance with the established schedule of consultations, including work sessions, in oral (answering theoretical questions) and written (solving a situational problem) form.

1.6. During the semester, only one lesson at a time is allowed to be worked on.

1.7. The number of students accepted by a teacher for practice at one time is limited based on the calculation of 10-12 minutes per student.

2. Technology for conducting consultations, including practice, at the end of the semester:

2.1. At the end of the semester, debts are worked off at the departmental work session with the teacher on duty according to the established schedule of consultations, including work sessions in oral (answering theoretical questions) and written (solving a situational problem) form.

3. Recording information about the conduct of the work:

3.1. Information about the fact of holding a consultation/working out is recorded in the departmental journal in the established form during consultations, including work-outs, in person. In this case, all information is entered into the journal directly during the consultation/work-out.

3.2. When conducting consultations, including practice sessions, using distance learning technologies, information about the fact that the consultation/practices were conducted is recorded in the relevant forum on the electronic information and educational portal.