



DEPARTMENT OF OFFICE ADMINISTRATION

COURSE OUTLINE – OA 1510 WINTER 2011

Dental Sciences Terminology

INSTRUCTOR: Audrey Harder **PHONE:** 780-539-2923
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E401 - 5

OFFICE

HOURS: Monday to Friday 9:00 a.m. – 4 p.m.

REQUIRED TEXT/RESOURCE MATERIALS: Modern Dental Assisting

CALENDAR DESCRIPTION:

This dental sciences terminology course focuses on accurate spelling and pronunciation of oro-facial anatomy and dental words, as well as identification and uses of abbreviations, symbols, pharmacological and oro-facial terms for recording patient care. Preventive and restorative treatments are discussed, as well as the tooth histology and development.

CREDIT/CONTACT HOURS:

Monday – 17:00 to 19:50

DELIVERY MODE(S): Lecture, Lab, Moodle

OBJECTIVES:

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

1. Understand tooth development and histology.
2. Overview the dentitions, and tooth numbering systems.
3. Identify common oro-facial anatomy terms and abbreviations.
4. Discuss and understand preventive and restorative dental procedures.
5. Discuss oro-facial terminology, vocabulary, pathology, diagnostic and therapeutic terms related to the teeth and oral cavity.

GRADING CRITERIA:

Assignments	40%
Exams	60%

Grades will be assigned on the Letter Grading System.

Office Administration Department Grading Conversion Chart			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A ⁺	4	90 – 100	EXCELLENT
A	4	85 – 89	
A ⁻	3.7	80 – 84	FIRST CLASS STANDING
B ⁺	3.3	76 – 79	
B	3	73 – 75	GOOD
B ⁻	2.7	70 – 72	
C ⁺	2.3	67 – 69	SATISFACTORY
C	2	64 – 66	
C ⁻	1.7	60 – 63	
D ⁺	1.3	55 – 59	MINIMAL PASS
D	1	50 – 54	
F	0	0 – 49	FAIL

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Topic
1	Ch 6 – General Anatomy Ch 7 – General Physiology
2	Ch 8 – Oral Embryology and Histology Ch 9 – Head and Neck Anatomy
3	Ch 10 – Landmarks of the Face and Oral Cavity Ch 11 – Overview of the Dentitions
4	<u>EXAM #1 – Chapters 6, 7, 8, 9, 10, 11</u> Ch 50 – Fixed Prosthodontics Ch 52 - Removable Prosthodontics
5	Ch 12 – Tooth Morphology Ch 13 – Dental Caries
6	Ch 14 – Periodontal Disease Ch 15 – Preventive Dentistry
7	Chapter 59 – Dental Sealants Chapter 17 – Oral Pathology
8	<u>EXAM #2 – Chapters 50, 52, 12, 13, 14, 15, 59, 17</u> Ch 53 – Dental Implants Ch 54 – Endodontics
9	Ch 28 – Oral diagnosis and Treatment Planning Ch 30 – Pharmacology
10	Ch 31 – Assisting In A Medical Emergency Ch 37 – Anesthesia and Pain Control
11	Ch 42 – Extraoral and Digital Radiography Ch 48 – General Dentistry
12	<u>Exam #3 – Chapters 53, 54, 28, 30, 31, 37, 42, 48</u> Ch 57 – Pediatric Dentistry (no assignment) Ch 60 – Orthodontics (no assignment)