Shivaji University, Kolhapur



"A" Re accredited by NAAC (2014) With CGPA 3.16

Faculty of Interdisciplinary Studies Structure, Scheme and Syllabus for Bachelor of Vocation (B. Voc.) Diploma in Medical Laboratory Technology

Part I- Sem. I & II

(Subject to the modifications that will be made from time to time) Syllabus to be implemented from, 2020-2021 onwards.

STRUCTURE AND SYLLABUS OF

DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY

TITLE : Diploma in Medical Laboratory

Technology (DMLT)

Syllabus (Semester Pattern)

YEAR OF IMPLEMENTATION: Syllabus will be implemented from 2020-2021

DURATION : Diploma in Medical Laboratory Technology (DMLT)

Part I and II (TwoYears)

Certificate course in medical laboratory technology (Part I

Sem I- 6 Months)

Diploma in Medical Laboratory Technology

(DMLT) (part I Sem II- One Year)

PATTERN OF EXAMINATIOM: Semester Pattern

• Theory Examination - At the end of semester as per Shivaji University

Rules

• **Practical Examination** - i) In the 1st and 3rd semester of DMLT there will

be internal assessment of practical record, related report submission and project reports at the end

of semester

ii) In the second semester of DMLT there will

be internal practical examination at the end of

semester.

iii) In the 2th and 4th semester of DMLT there will be external practical examination at the and of

be external practical examination at the end of

semester

MEDIUM OF INSTRUCTION: English.

STRUCTURE OF COURSE : DMLT Part – I and II.

Two Semester Per Year, One General Papers per year / semester Four Papers per Year/ Semester

Two Practical papers per Year / Semester.

SCHEME OF EXAMINATION:

A) THEOTY-

- The theory examination shall be at the end of the each semester.
- All the general theory papers shall carry 40 marks and vocational theory papers shall carry 50 marks.
- Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above.
- Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus.
- Nature of question paper for Theory examination: Excluding Spoken English and Communication
 - Q. No. 1: Multiple choice questions (ten questions)
 - Q. No. 2: Long answer type questions (any two out of four)
 - Q. No. 3: Short Notes (any four out of six)

B) PRACTICALS:

Evaluation of the performance of the students in practical shall be on the basis of semester examination (Internal assessment at the end of Semester I and III and external examination at the end of Semester II and IV as mentioned separately in each paper

Standard of Passing:

As per the guidelines and rules for Diploma (Attached Separately - Annexure I).

Eligibility Criteria:

- 1. The Eligibility for admission is 10+2 or equivalent, in any stream (Arts/Commerce/Science) from any recognized board or University.
- 2. The candidates after with 10+2 year ITI course in any branch/trade also eligible for course.
- 3. The candidates graduate from any faculty or engineering degree/diploma holders are also eligible.

Structure of the Course

Diploma- I (Diploma) Semester - I

| Sr. No | Paper No. | Title | Theory /Practical/Project | Marks (Total) | Distribution Theory | of Marks Practical |
|-----------|--------------|---|------------------------------|------------------|------------------------|-----------------------|
| | | General I | Education Compone | ent : | l | |
| 1 | 101 | Business Communication- I | Theory /Practical | 50 | 40 | 10 |
| 2 | 102 | Basic of Medical Laboratory Technology | Theory/Practical | 50 | 40 | 10 |
| | | SI | kill Component: | | | |
| 3 | 103 | Biochemistry | Theory | 50 | 50 | |
| 4 | 104 | Human Anatomy and Physiology | Theory | 50 | 50 | |
| 5 | 105 | Hematology | Theory | 50 | 50 | |
| 6 | 106 | Laboratory Work : Biochemistry | Practical | 50 | | 50 |
| 7 | 107 | Laboratory Work: Human Anatomy and Physiology | Practical | 50 | | 50 |
| 8 | 108 | Laboratory Work : Hematology | Practical | 50 | | 50 |
| 9 | 109 | Project | - | 50 | | 50 |

Diploma- I (Diploma) Semester - II

| Sr. | Paper | Title | Theory /Practical | Marks | Distribution | n of Marks | | | | | |
|-----|-------------------------------|-------------------------------------|----------------------|---------|--------------|------------|--|--|--|--|--|
| No. | No. | | /Practical | (Total) | Theory | Practical | | | | | |
| | General Education Component : | | | | | | | | | | |
| 1 | 201 | Business Communication- II | Theory /Practical | 50 | 40 | 10 | | | | | |
| 2 | 202 | Blood Banking and Services | Theory /Practical | 50 | 40 | 10 | | | | | |
| | | | Skill Compone | ent: | | | | | | | |
| 3 | 203 | Microbiology | Theory | 50 | 50 | | | | | | |
| 4 | 204 | Histotechnology | Theory | 50 | 50 | | | | | | |
| 5 | 205 | Parasitology | Theory | 50 | 50 | | | | | | |
| 6 | 206 | Laboratory Work : Microbiology | Practical | 50 | | 50 | | | | | |
| 7 | 207 | Laboratory Work: Histotechnology | Practical | 50 | | 50 | | | | | |
| 8 | 208 | Laboratory Work: Parasitology | Practical | 50 | | 50 | | | | | |
| 9 | 209 | Industrial Visit/Study Tour | - | 50 | | 50 | | | | | |

Scheme of Teaching : Diploma- Part I (Diploma) Semester - I

| Sr. No. | Paper No. | Title | Distribution of Workload (Per Week) | | | | |
|------------|--------------|--|--|-----------|-------|--|--|
| NO. | 140. | | Theory | Practical | Total | | |
| 1 | 101 | Business Communication- I | 4 | 2 | 6 | | |
| 2 | 102 | Basic of Medical Laboratory Technology | 4 | 2 | 6 | | |
| 3 | 103 | Biochemistry | 4 | - | 4 | | |
| 4 | 104 | Human Anatomy and Physiology | 4 | - | 4 | | |
| 5 | 105 | Hematology | 4 | - | 4 | | |
| 6 | 106 | Laboratory Work : Biochemistry | - | 4 | 4 | | |
| 7 | 107 | Laboratory Work: Human Anatomy and Physiology | - | 4 | 4 | | |
| 8 | 108 | Laboratory Work : Hematology | - | 4 | 4 | | |
| 9 | 109 | Project | - | - | - | | |
| | | | 20 | 16 | 36 | | |

Scheme of Teaching: Diploma-Part I (Diploma) Semester - II

| | Contents of Todorning Poplatical Tart (Diploma) Contestor in | | | | | | | | |
|-----|--|----------------------------|--------------------------|------------|-------|--|--|--|--|
| Sr. | Paper | Title | Distribution of Workload | | | | | | |
| No. | No. | | | (Per Week) | | | | | |
| | | | Theory | Practical | Total | | | | |
| 1 | 201 | Business Communication- II | 4 | 2 | 6 | | | | |
| 2 | 202 | Blood Banking and Services | 4 | 2 | 6 | | | | |
| 3 | 203 | Microbiology | 4 | - | 4 | | | | |
| 4 | 204 | | 4 | - | 4 | | | | |
| | | Histotechnology | | | | | | | |
| 5 | 205 | Parasitology | 4 | - | 4 | | | | |
| | | Laboratory Work : | | 4 | 4 | | | | |
| 6 | | Microbiology | - | | | | | | |
| | | | | | | | | | |
| 7 | 207 | Laboratory Work: | | 4 | 4 | | | | |
| | | Histotechnology | - | | | | | | |
| 8 | 208 | Laboratory Work: | | 4 | 4 | | | | |
| | | Parasitology | | | | | | | |
| 9 | 209 | Industrial | - | - | - | | | | |
| | | Visit/Study Tour | | | | | | | |
| | | Total- | 20 | 16 | 36 | | | | |

Diploma- I (Diploma) Semester - III

| Sr. No | Paper No. | Title | Theory /Practical/Project | Marks (Total) | Distribution Theory | of Marks Practical | | | | | |
|-----------|-------------------------------|--|------------------------------|------------------|------------------------|-----------------------|--|--|--|--|--|
| | General Education Component : | | | | | | | | | | |
| 1 | 301 | Computer Fundamentals | Theory /Practical | 50 | 40 | 10 | | | | | |
| 2 | 302 | Soft Skills & Personality Development | Theory/Practical | 50 | 40 | 10 | | | | | |
| | | | | | | | | | | | |
| 3 | 303 | Clinical Biochemistry | Theory | 50 | 50 | | | | | | |
| 4 | 304 | Pathology | Theory | 50 | 50 | | | | | | |
| 5 | 305 | Immunology | Theory | 50 | 50 | | | | | | |
| 6 | 306 | Laboratory Work : Clinical Biochemistry | Practical | 50 | | 50 | | | | | |
| 7 | 307 | Laboratory Work: Pathology | Practical | 50 | | 50 | | | | | |
| 8 | 308 | Laboratory Work : Immunology | Practical | 50 | | 50 | | | | | |
| 9 | 309 | Project | - | 50 | | 50 | | | | | |

Diploma- I (Diploma) Semester -IV

| Sr. | Paper | Title | Theory | Marks | Distribution | n of Marks | | | | |
|-------------------------------|-------|--|------------------------|---------|--------------|------------|--|--|--|--|
| No. | No. | | /Practical /Project | (Total) | Theory | Practical | | | | |
| General Education Component : | | | | | | | | | | |
| 1 | 401 | Customer Relationship Management | Theory /Practical | 50 | 40 | 10 | | | | |
| 2 | 402 | Environmental Studies | Theory /Practical | 50 | 40 | 10 | | | | |
| | | | Skill Compone | ent: | <u> </u> | | | | | |
| 3 | 403 | Laboratory Management and quality control | Theory | 50 | 50 | | | | | |
| 4 | 404 | Clinical Mycology and Virology | Theory | 50 | 50 | | | | | |
| 5 | 405 | General Pharmacology and Statistics | Theory | 50 | 50 | | | | | |
| 6 | 406 | Laboratory Work : Laboratory Management and quality control | Practical | 50 | | 50 | | | | |
| 7 | 407 | Laboratory Work: Clinical Mycology and Virology | Practical | 50 | | 50 | | | | |
| 8 | 408 | Laboratory Work: General Pharmacology and Statistics | Practical | 50 | | 50 | | | | |
| 9 | 409 | Industrial Visit/Study Tour | - | 50 | | 50 | | | | |

Scheme of Teaching : Diploma- Part I (Diploma) Semester - III

| Sr. No. | Paper No. | Title | Distribution of Workload (Per Week) | | | | |
|------------|--------------|--|-------------------------------------|-----------|-------|--|--|
| 1,0. | 1,0, | | Theory | Practical | Total | | |
| 1 | 301 | Computer Fundamentals | 4 | 2 | 6 | | |
| 2 | 302 | | 4 | 2 | 6 | | |
| | | Soft Skills & Personality Development | | | | | |
| 3 | 303 | Clinical Biochemistry | 4 | - | 4 | | |
| 4 | 304 | Pathology | 4 | - | 4 | | |
| 5 | 305 | Immunology | 4 | - | 4 | | |
| 6 | 306 | Laboratory Work : Clinical Biochemistry | - | 4 | 4 | | |
| 7 | 307 | Laboratory Work: Pathology | - | 4 | 4 | | |
| 8 | 308 | Laboratory Work : Immunology | - | 4 | 4 | | |
| 9 | 309 | Project | - | - | - | | |
| | | | 20 | 16 | 36 | | |

Scheme of Teaching : Diploma- Part I (Diploma) Semester - II

| Sr. | Paper | Title | Distribution of Workload | | | |
|-----|-------|-----------------------------------|--------------------------|------------|--------|--|
| No. | No. | | TD1 | (Per Week) | TD - 1 | |
| | | | Theory | Practical | Total | |
| 1 | 401 | Customer Relationship Management | 4 | 2 | 6 | |
| 2 | 402 | Environmental Studies | 4 | 2 | 6 | |
| 3 | 403 | Laboratory Management and quality | 4 | - | 4 | |
| | | control | | | | |
| 4 | 404 | | 4 | _ | 4 | |
| | | Clinical Mycology and Virology | • | | • | |
| 5 | 405 | General Pharmacology and | 4 | - | 4 | |
| | | Statistics | | | | |
| | 406 | Laboratory Work: | | 4 | 4 | |
| 6 | | Laboratory Management and quality | - | | | |
| | | control | | | | |
| 7 | 407 | Laboratory Work: | | 4 | 4 | |
| | | Clinical Mycology and Virology | - | | | |
| 8 | 408 | Laboratory Work: | | 4 | 4 | |
| | | General Pharmacology and | - | | | |
| | | Statistics | | | | |
| 9 | 409 | Industrial | - | - | - | |
| | | Visit/Study Tour | | | | |
| | | Total- | 20 | 16 | 36 | |

Eligibility for Faculty M.Sc./M. L.T. with NET / SET/Ph.D.

M. A (English) with NET/SET for English

Eligibility for Laboratory Staffing Pattern

Assistant:

Laboratory Assistant

B.Sc./DMLT/MLT

In 1st Year of DMLT - 1 Full Time and 1 Part Time Lecturer and 1 CHB Lecturer for English

For 1st Year of DMLT Part-time

CREDIT SYSTEM

FOR Diploma- Medical Laboratory Technoogy

Credit system:

Education at the Institute is organized around the semester-based credit system of study. The type of credit will be credit by theory and practical examination. The prominent features of the credit system are a process of continuous evaluation of a student's performance/progress and flexibility to allow a student to progress at an optimum pace suited to his/her ability or convenience, subject to fulfilling minimum requirements for continuation. A student's performance/progress is measured by the number of credits that he/she has earned, i.e. completed satisfactorily. Based on the course credits and grades obtained by the student, grade point average is calculated. A minimum grade point average is required to be maintained for satisfactory progress and continuation in the programme. Also a minimum number of earned credits and a minimum grade point average should be acquired in order to qualify for the degree.

All programmes are defined by the total credit requirement and a pattern of credit distribution over courses of different categories.

Course credits assignment:

Each course has a certain number of credits assigned to it depending upon its lectures and laboratory contact hours in a week. This weightage is also indicative of the academic expectation that includes in-class contact and self-study outside of class hours.

- a. One credit would mean equivalent to 15 periods for lectures, practicals/workshop.
- b. For internship/ field work, the credit weightage for equivalent hours shall be equal of that for lecture / practical.

The credits for each of the year of Diploma Course will be as follows:

| Level | Awards | Normal calendar duration | Skill Component Credits | General Education Credits | |
|--------|---------|--------------------------|----------------------------|------------------------------|--|
| Year 1 | Diploma | Two Semesters | 36 | 24 | |
| Year 2 | Diploma | Four Semesters | 36 | 24 | |
| | Total | 72 | 48 | | |

Subject wise credit assignment for Diploma-Part I (Diploma) Semester - I

| | | Subject wise credit assignmen | | | | | | |
|----------|--------------|---|----------------------------------|------------------|--------|--------------------|--------|-----------|
| Sr No | Paper No. | Title | Theory/ Practical/ Project | Marks (Total) | | bution of Marks | | Credits |
| | | | | | Theory | Practical | Theory | Practical |
| 1 | 101 | Business Communication- II | Theory /Practical | 50 | 40 | 10 | 3 | 2 |
| 2 | 102 | Basic of Medical Laboratory Technology | Theory /Practical | 50 | 40 | 10 | 3 | 2 |
| 3 | 103 | Biochemistry | Theory | 50 | 50 | | 3 | |
| 4 | 104 | Human Anatomy and Physiology | Theory | 50 | 50 | | 3 | |
| 5 | 105 | Hematology | Theory | 50 | 50 | | 3 | |
| 6 | 106 | Laboratory Work : Biochemistry | Practical | 50 | | 50 | | 3 |
| 7 | 107 | Laboratory Work: Human Anatomy and Physiology | Practical | 50 | | 50 | | 3 |
| 8 | 108 | Laboratory Work : Hematology | Practical | 50 | | 50 | | 3 |
| 9 | 109 | Project | | 50 | | 50 | | 2 |

$Subject\ wise\ credit\ assignment\ for\ Diploma-Part\ I\ (Diploma)\ Semester-II$

| Sr | Pape | Titl | Theory/ | Mark s | Distri | bution | C | Credits |
|----|------|-------------------------------------|--------------------------|--------|--------|-----------|--------|-----------|
| No | r | e | Practical/ | (Total | of | | | |
| | No. | | Project |) | | Marks | | |
| | | | J | ŕ | Theory | Practical | Theory | Practical |
| 1 | 201 | Business Communication- II | Theory /Practica 1 | 50 | 40 | 10 | 3 | 2 |
| 2 | 202 | Blood Banking and Services | Theory /Practica 1 | 50 | 40 | 10 | 3 | 2 |
| 3 | 203 | Microbiology | Theory | 50 | 50 | | 3 | |
| 4 | 204 | Histotechnology | Theory | 50 | 50 | | 3 | |
| 5 | 205 | Parasitology | Theory | 50 | 50 | | 3 | 1 |
| 6 | 206 | Laboratory Work : Microbiology | Practical | 50 | | 50 | | 3 |
| 7 | 207 | Laboratory Work: Histotechnology | Practical | 50 | | 50 | | 3 |
| 8 | 208 | Laboratory Work: Parasitology | Practical | 50 | | 50 | | 3 |
| 9 | 209 | Industrial Visit/Study Tour | - | 50 | | 50 | | 2 |

^{*}For Project/Industrial visit /study tour /internship, the workload includes self-study outside of class hours i.e.4 lectures per week.

$Subject\ wise\ credit\ assignment\ for\ Diploma-Part\ II\ (Diploma)\ Semester-III$

| Sr No | Paper No. | Title | Theory/ Practical/ Project | Marks (Total) | Distri of | bution Marks | C | Credits |
|----------|--------------|--|----------------------------------|------------------|--------------|-----------------|--------|-----------|
| | | | Troject | | Theory | Practical | Theory | Practical |
| 1 | 301 | Computer Fundamentals | Theory /Practical | 50 | 40 | 10 | 3 | 2 |
| 2 | 302 | Soft Skills & Personality Development | Theory /Practical | 50 | 40 | 10 | 3 | 2 |
| 3 | 303 | Clinical Biochemistry | Theory | 50 | 50 | | 3 | |
| 4 | 304 | Pathology | Theory | 50 | 50 | | 3 | |
| 5 | 305 | Immunology | Theory | 50 | 50 | | 3 | |
| 6 | 306 | Laboratory Work : Clinical Biochemistry | Practical | 50 | | 50 | | 3 |
| 7 | 307 | Laboratory Work: Pathology | Practical | 50 | | 50 | | 3 |
| 8 | 308 | Laboratory Work : Immunology | Practical | 50 | | 50 | | 3 |
| 9 | 309 | Project | - - | 50 | | 50 | | 2 |

Subject wise credit assignment for Diploma-Part II (Diploma) Semester - IV

| Sr No | Paper No. | Title | Theory/ Practical/ Project | Marks (Total) | Distri of | bution Marks | C | Credits |
|----------|--------------|---|----------------------------------|------------------|--------------|-----------------|--------|-----------|
| | | | 5 | | Theory | Practical | Theory | Practical |
| 1 | | Customer Relationship Management | Theory /Practical | 50 | 40 | 10 | 3 | 2 |
| 2 | 402 | Environmental Studies | Theory /Practical | 50 | 40 | 10 | 3 | 2 |
| 3 | 403 | Laboratory Management and quality control | Theory | 50 | 50 | | 3 | |
| 4 | 404 | Clinical Mycology and Virology | Theory | 50 | 50 | | 3 | |
| 5 | 405 | General Pharmacology and Statistics | Theory | 50 | 50 | | 3 | |
| 6 | 406 | Laboratory Work : Laboratory Management and quality control | Practical | 50 | | 50 | | 3 |
| 7 | 407 | Laboratory Work: Clinical Mycology and Virology | Practical | 50 | 1 | 50 | | 3 |
| 8 | 408 | Laboratory Work: General Pharmacology and Statistics | Practical | 50 | | 50 | | 3 |
| 9 | 409 | Industrial Visit/Study Tour | - | 50 | | 50 | | 2 |

Evaluation system: Standard of passing

The maximum credits for Diploma in Diploma in Medical Laboratory Technology semester course (of four semesters) will be $30 \times 4 = 120$ credits.

To pass in each paper students are required to obtain 4 grade points in each paper, it means 18 to 20 Marks for 50 Marks Theory / Practical papers, 14.08 to 16 for 40 Marks Theory papers and 04 marks for 10 Marks Practical papers.

1. Assessment of Project / Industrial visit /study tour /Internship Report

i) The Project/Industrial visit/study tour/Internship report must be submitted

by the prescribed date usually two weeks before the end of academic session of the semester.

- ii) It is desirable that the topics for Project/Industrial visit/study tour/Internship report shall be assigned by the end of previous semester.
- **iii**) The Project/Industrial visit/study tour/Internship report and its presentation shall be evaluated by the coordinator of the course and concerned faculty.

2. Grade point for Theory/Practical/ Project/Industrial visit/study tour/Internship Report

• Table –I: for 50 Marks Theory or Practical

| Grade Point | Marks out of | Marks | Grade | Description of performance |
|-------------|--------------|--------------|------------------|----------------------------|
| | | obtained | | |
| 0 | 50 | 0.0 to 2.5 | | |
| 1 | 50 | 2.6 to 5.0 | | |
| 1.5 | 50 | 5.1 to 7.5 | | |
| 2 | 50 | 7.6 to 10.0 | | Unsatisfactory |
| 2.5 | 50 | 10.1 to 12.5 | D | |
| 3 | 50 | 12.6 to 15.0 | D | |
| 3.5 | 50 | 15.1 to 17.5 | | |
| 4 | 50 | 17.6 to 20.0 | | |
| 4.5 | 50 | 20.1 to 22.5 | С | Fair |
| 5 | 50 | 22.6 to 25.0 | | |
| 5.5 | 50 | 25.1 to 27.5 | В | Satisfactory |
| 6 | 50 | 27.6 to 30.0 | | |
| 6.5 | 50 | 30.1 to 32.5 | \mathbf{B}^{+} | Good |
| 7 | 50 | 32.6 to 35.0 | | |
| 7.5 | 50 | 35.1 to 37.5 | Α | Very Good |
| 8 | 50 | 37.6 to 40.0 | + | |
| 8.5 | 50 | 40.1 to 42.5 | A | Excellent |
| 9 | 50 | 42.6 to 45.0 | | |
| 9.5 | 50 | 45.1 to 47.5 | O | Outstanding |
| 10 | 50 | 47.6 to 50.0 | | |

• Table No-II: for 40 Marks Theory and for 10 Marks Practical

| Grade Point | Marks out of | Marks obtained | Grade | Description of performance |
|--|---|--|---|--|
| 0.00 | 40 | 0.0 to 2.0 | | |
| 1 | 40 | 2.08 to 4.0 | | |
| 1.5 | 40 | 4.08 to 6.0 | | |
| 2 | 40 | 6.08 to 8.0 | | |
| 2.5 | 40 | 8.08 to 10.0 | | |
| 3 | 40 | 10.08 to 12.0 | D | Unsatisfactory |
| 3.5 | 40 | 12.08 to 14.0 | | |
| 4 | 40 | 14.08 to 16.0 | | |
| 4.5 | 40 | 16.08 to 18.0 | С | Fair |
| 5 | 40 | 18.08 to 20.0 | | |
| 5.5 | 40 | 20.08 to 22.0 | В | Satisfactory |
| 6 | 40 | 22.08 to 24.0 | | |
| 6.5 | 40 | 24.08 to 26.0 | \mathbf{B}^{+} | Good |
| 7 | 40 | 26.08 to 28.0 | | |
| 7.5 | 40 | 28.08 to 30.0 | A | Very Good |
| 8 | 40 | 30.08 to 32.0 | + | |
| 8.5 | 40 | 32.08 to 34.0 | A | Excellent |
| 9 | 40 | 34.08 to 36.0 | | |
| 9.5 | 40 | 36.08 to 38.0 | | |
| | | | | |
| 10 | 40 | 38.08 to 40.0 | O | Outstanding |
| 10 Grade Point | 40 Marks out of | 38.08 to 40.0 Marks obtained | O Grade | Outstanding Description of performance |
| | | Marks obtained 0.0 to 0.5 | | _ |
| 0.00 1 | Marks out of 10 10 | Marks obtained | | _ |
| 0.00 1 1.5 | 10 10 10 10 | Marks obtained 0.0 to 0.5 | | _ |
| 0.00 1 | Marks out of 10 10 | Marks obtained 0.0 to 0.5 0.52 to 1.0 | | _ |
| Grade Point 0.00 1 1.5 2 2.5 | 10 10 10 10 10 10 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 | Grade | Description of performance |
| 0.00 1 1.5 2 2.5 3 | 10 10 10 10 10 10 10 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 | Grade | Description of performance |
| 0.00 1 1.5 2 2.5 3 3.5 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 | Grade D | Description of performance Unsatisfactory |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 | Grade | Description of performance |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 | Grade D C | Description of performance Unsatisfactory Fair |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 5 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 | Grade D | Description of performance Unsatisfactory |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 | Grade D C B + | Description of performance Unsatisfactory Fair Satisfactory |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 6 6 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 | Grade D C | Description of performance Unsatisfactory Fair |
| Grade Point | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 6.02 to 6.5 | Grade D C B + | Description of performance Unsatisfactory Fair Satisfactory Good |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 6 6.5 7 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 6.02 to 6.5 6.52 to 7.0 | Grade D C B + | Description of performance Unsatisfactory Fair Satisfactory |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 6 6.5 7 7.5 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 6.02 to 6.5 6.52 to 7.0 7.02 to 7.5 | Grade D C B + B | Description of performance Unsatisfactory Fair Satisfactory Good Very Good |
| Grade Point | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 6.02 to 6.5 6.52 to 7.0 7.02 to 7.5 7.52 to 8.0 | Grade D C B + | Description of performance Unsatisfactory Fair Satisfactory Good |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 6 6.5 7 7.5 8 8.5 8.5 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 6.02 to 6.5 6.52 to 7.0 7.02 to 7.5 7.52 to 8.0 8.02 to 8.5 | Grade D C B + B | Description of performance Unsatisfactory Fair Satisfactory Good Very Good |
| Grade Point | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 6.02 to 6.5 6.52 to 7.0 7.02 to 7.5 7.52 to 8.0 8.02 to 8.5 8.52 to 9.0 | Grade D C B + B A A ⁺ | Description of performance Unsatisfactory Fair Satisfactory Good Very Good Excellent |
| Grade Point 0.00 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 6 6.5 7 7.5 8 8.5 8.5 | Marks out of 10 10 10 10 10 10 10 10 10 1 | Marks obtained 0.0 to 0.5 0.52 to 1.0 1.02 to 1.5 1.52 to 2.0 2.02 to 2.5 2.52 to 3.0 3.02 to 3.5 3.52 to 4.0 4.02 to 4.5 4.52 to 5.0 5.02 to 5.5 5.52 to 6.0 6.02 to 6.5 6.52 to 7.0 7.02 to 7.5 7.52 to 8.0 8.02 to 8.5 | Grade D C B + B | Description of performance Unsatisfactory Fair Satisfactory Good Very Good |

Calculation of SGPA and CGPA-

- 1. Semester Grade Point Average (SGPA) = Σ (course credits in passed courses X earned grade points) Σ (Course credits in registered courses)
- 2. Cumulative Grade Point Average = Σ (course credits in passed courses X earned grade points) of all Semesters

(CGPA)

 Σ (Course credits in registered courses) of all Semesters

3. At the end of each year of DiplomaProgram, student will be placed in any one of the divisions as detailed below:

SGPA and **CGPA** Table

| Grade Point | Grade | Description of performance |
|--------------|---------|----------------------------|
| 0.00 to 3.49 | D | Unsatisfactory |
| 3.5to 4.49 | С | Fair |
| 4.5 to 5.49 | В | Satisfactory |
| 5.5 to 5.99 | т В | Good |
| 6.0 to 6.99 | A | Very Good |
| 7.o to 8.49 | A^{+} | Excellent |
| 8.5 to10.00 | O | Outstanding |

• Ist Class with distinction: CGPA > 7.0 and above

• Ist Class: CGPA > 6.0 and < 7.0

• IInd Class: CGPA > 5.0 and < 6.0

• Pass Class: CGPA > 4.0 and < 5.0

• Fail: CGPA < 4.0

Diploma in Medical Laboratory Technology

English Compulsory Semester-I Paper 101 Business Communication- I

Work Load - 6 Lectures / Week, 1 Lecture = 60 minutes Total Marks – 50

Theory – 4 Lectures / Week Theory - 40 Marks

Practical – 2 Lectures/Week/Batch of 20 student Practical – 10 Marks

Units Prescribed for Theory:

Unit 1: Use of English in Business Environment

- Business Vocabulary: Vocabulary for banking, marketing and for maintaining public relations
- 2 What is a sentence?
- 3 Elements of a sentence
- 4 Types of sentence: Simple, compound, complex

Unit 2: Writing a Letter of Application and CV/ Resume

- 1 Structure of a letter of application for various posts
- 2 CV/ Resume and its essentials

Unit 3: Presenting Information/Data

Presenting information/data using graphics like tables, pie charts, tree diagrams, bar diagrams, graphs, flow charts

Unit 4: Interview Technique

- 1 Dos and don'ts of an interview
- 2 Preparing for an interview
- 3 Presenting documents
- 4 Language used in an interview

Practical: Based on the theory units

10 Marks.

Reference Books:

 Sethi, Anjanee & Bhavana Adhikari. Business Communication. New Delhi: Tata McGraw Hill

- 2. Tickoo, Champa& Jaya Sasikumar. Writing with a Purpose. New York: OUP, 1979.
- 3. Sonie, Subhash C. *Mastering the Art of Effective BusinessCommunication*. New Delhi:Student Aid Publication, 2008.
- 4. Herekar, Praksh. Business Communication. Pune: Mehta Publications, 2007.
- 5. Herekar, Praksh. Principals of Business Communication. Pune: Mehta Publications, 2003.
- 6. Rai, Urmila& S. M. Rai. Business Communication. Himalaya Publishing House, 2007.
- 7. Pradhan, N. S. Business Communication. Mumbai: Himalaya Publishing House, 2005.
- 8. Pardeshi, P. C. Managerial Communication. Pune: Nirali Prakashan, 2008.

Pattern of Question Paper Diploma Part-I Semester I, Business Communication-I Paper: 101

| Time: 2 | hours | Total Marks: 40 | |
|---------|--|-----------------|--|
| Q. 1 | Do as directed. Question items on Unit 1 to be asked. | 10 | |
| | (10 out 12) | | |
| Q. 2 | Write a letter of application. | 10 | |
| | OR | | |
| | Draft a CV/ Resume for a particular post. | | |
| Q. 3 | Present a given information or data using a table/ char diagram, etc | t/ pie 10 | |
| | (Any one diagram to be drawn.) | | |
| Q. 4 | Fill in the blanks in the given interview. | 10 | |
| F | Practical Evaluation: | 10Marks | |
| (| Oral and Presentation based on the units prescribed. | | |

Diploma in Medical Laboratory Technology Part-I Semester-I

Paper-102: Basics of medical Laboratory Technology

Work Load - 6 Lectures / Week, 1 Lecture = 60 minutes Total Marks – 50

Theory – 4 Lectures / Week Theory - 40

Marks

Practical – 2 Lectures/Week/Batch of 20 student Practical – 10

Marks

Unit I: Introduction to Clinical laboratory and management

- 1. Introduction of the clinical laboratory, components & department of clinical Laboratory. 2. Basic principles of laboratories:
- 2. Laboratory quality control. Collection and handling of specimens. Laboratory safety & biohazards: Safety manuals of a clinical laboratory, Management of physical, chemical & biological hazards of clinical laboratory.
- 3. Maintenance of cleanliness of the laboratory: maintenance of cleanliness, Personal Health and hygiene, cleaning of laboratory glassware, cleaning pipette.
- 4. Proper clinical waste disposal. Components, uses and management of First Aid Box in the laboratory

Unit II: Training of technician, Sterilization & disinfection

- 1. Scope of medical laboratory technology, Role of technician in clinical laboratory, basic ethics of laboratory technician. Training of clinical laboratory technicians.
- 2. Sterilization & disinfection: Introduction of sterilization & disinfection. Differences between sterilization & disinfection, different methods and procedure of sterilization. Different disinfectants & their procedure of disinfection.
- 3. Procedure for sterilization of glassware's, infected materials, plastic materials, culture media & solutions.
- 4. Process of sterilization in autoclave & hot air oven.
- 5. Concept of septic & aseptic conditions.

Unit III: Common Laboratory Equipment's

- 1. Incubator, Hot Air Oven, Water Bath, Centrifuge, Autoclave, Spectrophotometer, Balance.
- 2. Microscope Fundamentals of Microscopy, Resolution & Magnification Light Microscopy,
- 3. Glassware Description of Glassware, its use, handling and care,
- 4. Colorimeter,
- 5. Blood cell counter.

Unit IV: Manual Vs Automation in Clinical Laboratory

- 1. Types of analyzers Semi-auto analyzer, Batch analyzer, Random Access autoanalyzers.
- 2. Steps in the automated systems
- 3. Responsibilities of a technician in the maintenance of the analyzers.

Practicals:

- 1. Laboratory management Sample Collection, Labeling,
- 2. Transport, Screening, Reporting and Dispatch of Reports.
- 3. Principles and uses of various laboratory equipment's
- 4. Cleaning of laboratory glasswares.
- 5. Washing of hands using seven step rules.
- 6. Preparation of First Aid Box.
- 7. Sterilization of glasswares using hot air oven.
- 8. Sterilization of materials using autoclave.
- 9. Preparation of 70% ethanol.

Reference Book:

- 1. Maithi, Text book of medical laboratory Technology.
- 2.V.H Talib, A hand book of Medical laboratory Technology, CBS Publishers & distributors, New Delhi.
- 3. Fichbach, 2005 Manual of Lab and Diagnostic Tests, Lippincott Willams Wilkins, New York.
- 4. Gradwohls, 2000 Clinical Laboratory Methods and Diagnosis (Ed) Ales C. Sonn Enwirth and Leonard Jarret, M.D.B.O, New York.
- 5.J. Ochei and Kolhatka, 2002 Medical Laboratory Science Theory And Practice, Tata McGraw Hill, New Delhi.
- 6. Kanai L. Mukharjee, 2007 Medical Laboratory Technology Vol. 1 Tata McGraw Hill

Diploma in Medical Laboratory Technology Part-III Semester-I

Paper-103: Biochemistry

Work Load - 6 Total Marks – 50

Theory – 6 Lectures / Week

Unite I: Introduction of basic Biomolecules

- 1. Carbohydrates: Classification, Glucose and Glycogen Metabolism
- 2. Proteins: Classification of proteins and functions
- 3. Lipids: Classification of lipids and functions

Unite II: Enzymes and Vitmines

- **1.** Enzymes Definition, Nomenclature, Classification, Factors affecting enzyme activit, Active site, Coenzyme, Enzyme Inhibition, Units of enzyme, Isoeznzymes, Enzyme pattern in diseases.
- 2 Vitamins & Minerals: Fat soluble vitamins(A,D,E,K) Water soluble vitamins B-complex vitamins- principal elements(Calcium, Phosphorus, Magnesium, Sodium, Potassium, Chlorine and sulphur)- Trace elements Calorific value of foods Basal metabolic rate(BMR) respiratory quotient(RQ) Specific dynamic action(SDA) Balanced diet Marasmus Kwasoirkar

Unite III: Nucleic acid and Hormones

- 1. Nucleic acid- DNA, RNA Structure, Gene coding, Transciption & Translation Genetic Disorders
- **2.** Hormones: Types and biochemical functions.

Unite IV: Minerals electrolyte

- 1. Minerals and Electrolytes: Na, K, Cl, Ca, Mg, I2, P, Fe and iron binding capacity
- **2.** Acid-Base Balance: Regulation of blood pH, renal, respiratory and buffer system, importance of arterial blood gases.

Reference Books:

- 1. Teitz, *Clinical Chemistry*. W.B. Saunders Company Harcourt (India) Private Limited New Delhi.
- 2. Vasudevan D. & Sree Kumari S., *Text Book of Bio Chemistry for Medical Students*, Jaypee Brothers, New Delhi.
- 3. Biochemistry, U. Satyanarayan, Books and Allied (P) Ltd. Kolkata-India
- 4. Das Debajyothi, *Biochemistry*, Academic Publishers Calcutta.
- 5. Text book of Medical Laboratory Technology, P.B. Godkar 2nd Edn. 2003 Bhalani Publication.
- 6. Handbook of Biochemistry, M. A. Siddique 8th Edn.1993 Vijay Bhagat Scientific Book Co., Patna.

Diploma in Medical Laboratory Technology Part-I Semester-I

Paper-104: Human Anatomy and Physiology

Work Load - 6 Total Marks – 50

Theory – 6 Lectures / Week

Unite I: Introduction to anatomy and cardiovascular System

- **1. Introduction to anatomy:** Scope of Anatomy and Physiology Definitions and Terms in Anatomy and Physiology structure and function of human cell Elementary tissues of human body.
- **2.** Cardio Vascular System: Brief account on composition blood function of blood elements blood group and Rh typing, Coagulation of blood. Structure and functions of various parts of the heart & its function & Blood pressure.

Unit II: Respiratory and Digestive system

- **1. Respiratory System:** Structure & function of lungs, Physiology of breathing, Lung volume & capacity.
- **2. Digestive System:** Name and various parts of digestive system Liver, Spleen, gall bladder, Pancreas, Buccal Cavity, tongue, tonsil, Pharynx, Oesophagus, Stomach, intestine etc. Physiology of digestion and absorption.

Unit III: urinary and Reproductive System

- **1. Urinary System:** Structure and function of kidneys, its role in urine formation, ureter, urinary bladder, Mechanism of Micturition.
- **2. Reproductive System:** Anatomy & Physiology of Male & Female reproductive system, menstrual cycle, Contraceptives.

Unit IV: Nervous and Endocrine system

- 1. **Nervous System:** Elementary knowledge of structure functions of nervous system Brain, Spinal Cord & Nerves.
- 2. **Endocrine System:** Endocrine glands their hormones and functions Thyroid, Parathyroid, suprarenal, Pituitary and Thymus.

Reference Book:

- 1. Solon on E.A. (2008) Introduction to Human Anatomy and Physiology 3rd Ed. Saunders: St Louis.
- 2. Chaursia, B.D. & Garg, K., (2012) Human Anatomy Regional and Applied CBS Publications: New Delhi
- 3. T.S. Ranganathan A text book of Human Anatomy
- 4. Fattana, Human anatomy (Description and applied) Saunder's & C. P. Prism Publishers, Bangalore 1991
- 5. W. F. Ganong Review of Medical Physiology Human Physiology (Vol. I, IV) C.C. Chatterjee 1992. 11th Edn. Medical Allied Agencies, Calcutta.

Diploma in Medical Laboratory Technology Part-I Semester-I

Paper-105: Hematology

Work Load - 6 Total Marks – 50

Theory – 6 Lectures / Week

Unit I: Composition of Blood

- 1. Introduction Composition of blood, its formation and functions.
- **2.** Collection of blood Different routes, difference between capillary and venous sample.
- **3.** Anticoagulants Different types, method of preparation and uses.

Unit II: Erythrocytes

- **1.** Haemoglobin Normal and abnormal values and Physiological variations; Estimation by (a) Colorimetric Method, (b) Sahli's Method, and (c) Specific Gravity Method. Clinical importance.
- 2 Red Blood Cells: Total Count Normal, abnormal values, and Physiological variations, Haemocytometer method and calculation; Anemia Classification, Sickle cell anemia Sickling test, Haematocrit Normal and abnormal values,
- 3. Red Cell indices MCV,MCH & MCHC & its Importance

Unite III: leucocytes

- **1.** White Blood Cells: Differential Count :- Normal, abnormal values and physiological variation; Preparation of peripheral blood smear, Staining by different methods, Methods of Examinations and reporting;
- 2. Total White Blood Cell Count : Normal and abnormal values
- **3.** Haemocytometer: method and calculation.

Unit IV: Reticulocytes and Coagulation Mechanism

- 1. Reticulocytes: Methods, Normal values and significance.
- 2. Haemostasis and Coagulation Mechanism- Coagulation Factors, Coagulation Test
 - (a) Bleeding time, (b) Clotting time, (c) Whole Blood Coagulation time, (d)
 - (b) Tourniquet test,(e) Clot retraction test (f) Prothrombin time (PT).

Reference Book:

1. Roitt's Essential Immunology by Ivan Roitt & Peter J Delves, Oxford, Backwill science publication London. 10e.

- 2. Elgert: Immunology understanding the immune system, John Willy & Sons, Inc. Publication, New York 1996.
- 3. Abbas et al. Cellular & Molecular Immunology (3rd Ed.) W.B. Saunders Company, 2000.
- 4. Kuby Immunology 4 Ed.

Diploma in Medical Laboratory Technology Part-I Semester-I

Paper- 106: Laboratory work - Biochemistry

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Objectives of practical:

- (1) Demonstration of Kidney function test. Gastric function test & liver function test.
- (2) Demonstration of Enzyme Analysis -Acid and Alkaline phosphates, SGOT/SGPT. Lactic dehydrogenase, CPK.
- (3) Lipid profile.
- (4) Estimation of Blood/serum-Glucose, G.T.T. Urea, creatinine, uric Acid, Cholesterol.

BillRubin.protin & A/G Ratio, Glycosylated Hb.

- (5) Demostration of semi automated, Fully automated Biochemical Analyzers.
- (6) Demonstration/ Exposure to Radioimmuno assay laboratory.
- (7) Visit to Laboratory

- 1. Evangelin Jones, Manual of Practical Medical Biochemistry.
- **2.** Wolters Kluwer, South Asian Edition of Clinical Chemistry, Principles, Techniques and Correctionaltions.
- 3. Willey, Basic Technique in Medical Biochemistry and Molecular Biology.

Diploma in Medical Laboratory Technology Part-I Semester-I

Paper- 107 Laboratory work - Human Anatomy and Physiology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Objectives of practical:

- **4.** Demonstration of parts of body and land marks on the surface.
- **5.** The skeletal system
- **6.** Identification of models like those of Brain, Heart, embryology, Kidney.
- 7. The microscope, its usage, cleaning & maintenance
- **8.** Identification of blood cells under Microscope. RBC, various types of WBC, pallets, Reticulocytes
- **9.** Preparation of anti- coagulants
- 10. Demonstration of blood pressure recording and pulse
- 11. Ruling area of Neubaur chamber

- 1. S.R. Kale and R. R. Kale, Practical human anatomy and physiology
- 2. BD Chaurasis Human Anatomy: Regional and applied Dissection and clinical.
- 3. Everest publications- A practical Book on Human Anatomy and Physiology
- 4. V. D. Sharma and S. K. Panday, Human Anatomy and Physiology, Practical Note book.

Diploma in Medical Laboratory Technology Part-I Semester-I

Paper- 108: Laboratory work — Hematology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Objectives of practical:

- 1. Collection of blood samples
- 2. Estimation of hemoglobin percentage
- 3. Determination of RBC
- 4. Determination of WBC
- 5. Differential leucocytes count
- 6. ESR
- 7. Demonstration of PCV
- 8. Determination of bleeding time and clotting time

- 1. K Sri Nageswari and A. Kthari, Practical Manual of Haematology, Jaypee.
- 2.Dr. B. K. Prasad, Practical Physiology and Hematology.
- 3. R. P. Jayaswal, Hematology Manual
- **4.** Dr. Tejinder Singh, Text and Practical Hematology.

Diploma in Medical Laboratory Technology Part-I Semester-I

Paper- 109: Project or Visit to Clinical Laboratory

No. of Lecture: 04 Lecture/ week

Total Marks: 50

- 1. Visit to pathological Laboratory
- 2. Introduction to different laboratory instruments, its structure and function.
- 3. Collection of data regarding patient's blood investigations.
- 4. Observation of laboratory procedures.

- 1. Nanda Maheshwari, Clinical Pathology Hematology and Blood banking
- 2. R. P. Jayaswal, Basics of Medical Laboratory Science
- 3. P. Deshmukh, Principle of Good Laboratory Practice
- 4. Drew Provan, Oxford handbook of Clinical and Laboratory Investigation.

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper 201: Business Communication-II

| Work Load - 6 | Total Marks – 50 |
|-----------------------------------|-------------------------|
| Theory – 4 Lectures / Week | Theory - 40 Marks |
| Practical – 2 Lectures/Week/Batch | Practical – 10 Marks |

Units Prescribed for Theory:

| Cinto I I Cocii | bed for Theory. |
|--------------------------------------|---|
| Unit I | Group Discussion |
| 1 | Preparing for a Group Discussion |
| 2 | Initiating a Discussion |
| 3 Eliciting Opinions, Views, etc. | |
| 4 Expressing Agreement/ Disagreement | |
| 5 | Making Suggestions; Accepting and Declining Suggestions Summing up. |
| Unit II | Business Correspondence |
| 1 | Writing, Memos, e-mails, complaints, inquiries, etc. |
| 2 | Inviting Quotations |
| 3 | Placing Orders, Tenders, etc. |
| Unit III | English for Negotiation |
| 1 | Business Negotiations |
| Unit IV | English for Marketing |
| 1 | Describing/ Explaining a Product/ Service |
| 2 | Promotion of a Product |
| 3 | Dealing/ bargaining with Customers |
| 4 | Marketing a Product/ Service: Using Pamphlets, Hoardings, Advertisement, Public Function/ Festival |
| D421. D. | and On the theorem |

Practical: Based On the theory

Reference:

1. Herekar, Praksh. Business Communication. Pune: Mehta publications, 2007

2. Herekar, Praksh.principals of Business Communication.

Pune: Mehta Publications, 2003

- 3. John David. Group Discussions. New Dellhi: Arihant Publications.
- 4. Kumar, Varinder. Business Communication. New Delhi: Kalyani Pubhshers, 2000
- 5. Pardeshl, P. C. Managerial Communication pune: Nirali Prakashan, 2008.
- 6. Pradhan, N, S Business Communication. Mumbai: Himalaya Publishing House, 2005
- 7. Rai, Urmila & S.M. Rai.Business Communication.

 Mumbai: Himalaya Publishing House, 2007

Pattern of Question Paper

Diploma Part - I Business Communication-II Semester-II

Time: 2 hours Total Marks: 40

| Q. 1 Fill in the blanks in the following Group Discussion. (On Unit 5) (10 out 12) | 10 |
|--|----|
| Q. 2 Attempt ANY ONE of the following (A or B): (On Unit 6) | 10 |
| Q.3 Fill in the blanks with appropriate responses: (On Unit 7) | 10 |
| Q. 4 Attempt ANY ONE of the following (A or B): 10 (On Unit 8) (10 out 12) | 10 |

Practical Evaluation: Marks 10

Oral and Presentation based on the units prescribed.

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper 202: Blood Banking and Services

Work Load - 6 Total Marks - 50

Theory – 4 Lectures / Week Theory - 40 Marks

Practical – 2 Lectures/Week/Batch Practical – 10 Marks

Unit I: Blood Collection and Blood Grouping

1. Blood Collection (i) Collection of Blood (ii) Storage of Blood (iii) Anticoagulation use for collection of Blood (iv) Screening of doner

2. ABO & Rh Blood Group System – (i) ABO Grouping by Slide Method & Tube Method (ii) Antigen and type of Antibodies (iii) Rh system with slide method (iv) Type of Antibodies (v) One/Two stage Albumin Technique for Rh Factor.

Unit II: Blood Donation

- 1. Blood Donation Introduction -Blood donor requirements Criteria for selection & rejection-Medical history & personal details -Self-exclusion-Health checks before donating blood-Screening for TTI.
- 2. Testing Donor Blood: Screening donor's blood for infectious agents HIV, HCV, HBV, Trepanoma palladium, Plasmodium, HTLV-Bacterially contaminated Blood.

Unit III: Storage and Transport of blood

- 1. Storage, preservation & Transport of blood: Whole Blood Platelets Leucocytes Plasma Fresh Frozen Plasma
- 2. Anticoagulant & Preservatives

Unit IV: Blood Bank Refrigerator and Compatibility Testing

- 1. Changes in blood after storage
- **2.** Lay out of a blood bank refrigerator
- **3.** Compatibility Testing: Purpose Single tube compatibility techniques using AHG reagent.- Emergency compatibility testing.

Practical:

- 1. Screening of donors.
- 2. Preparation of anticoagulant fluids
- 3. Grouping of blood.
- 4. Cross matching of blood samples.

Reference Book:

- 1. Blood Bank Operations, G. Guru 1st Edn.1991, NCERT, New Delhi.
- 2. Blood Banking Training Manual, Indian Society for Blood Banking, 1st Edn.1995,Dr. Dilip Wani, Janakalyan Bldg., Pune.
- 3. Modern Blood Banking & Transfusion Practices by Denise & M. Harmening
- 4. Text Book of Blood Banking & Transfusion Medicine by Sally V. Rudmann.
- 5. Mollison's Blood Transfusion in Clinical Medicine by Klein, Mollison's.
- 6. Essentials of Blood brouping & Clinical Application by K. P. Ranganathan.
- 7. Blood Bank Technology by Williams & Williams.
- 8. Blood Transfusion- A guide to formation & Operation of transfusion devices by C. L. Bowley.

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper 203: Microbiology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Unit I: Introduction to Microbiology

- 1. Introduction to Microbiology, Morphological classification of Bacteria.
- 2. Culture media, types of media, special media.

Unit II: Growth and staining of bacteria

- 1. Nutrition and growth of bacteria
- 2. Sterilization and Disinfection (Physical and Chemical methods)
- 3. Staining of Bacteria: Gram stain, Negative Stain, Ziehl Neelsen, Albert and Spore Stain.
- 4. Composition and preparation of staining Reagents and their composition.

Unit III: Morphology and Pathogenicity Bacteria

- a) Gram positive cocci-Staphylococci, Streptococci,
- b) Gram negative cocci- Neisseria
- c) Gram positive bacilli- Corynebacterium, Actinomy, Listeria, Bacillus, Clostridia, Mycobacterium tuberculosis and Mycobacterium leprae.

Unit IV: Pathogenic Gram negative bacilli and Antimicrobial susceptibility test

- 1. Gram negative bacilli- Pseudomonas, Vibrio, Aerononas, Plesiomonas, Brucella, Haemophillus, ,Rickettsia, Mycoplasm Salmonella, Shigella, Vibrio
- 2. Antimicrobial susceptibility test.

Reference Book

- 1. Medical Microbiology by Patric R. Murray, Ken S. Rosenthel, Michael A. Pfaller.
- 2. Text Book of Microbiology by Chakraborty.
- 3. Microbiology An introduction by Tortora Funk, Case 12ed.
- 4. Mackie & Mc Carthey Medical Microbiology,
- 5. Ananthansarayana, R., Jayaram Pumkar Test Book of Microbiology.

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper 204: Histotechnology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Unit I: Basics of Histotechnology

1. Cells, Tissues & their function.

2. Methods of examination of tissue and cells

Unit II: Fixation and Processing of tissue

- 1. Fixation of tissue: Simple fixatives, Cytological fixatives, Histochemical fixatives
- 2. Tissue processing: Collection of specimen, Labeling and fixation, Dehydration, Clearing Impregnation, Embedding.

Unit III: Sectioning and Staining

- 1. Section Cutting: Microtomes and microtomes knives, Techniques of section cutting, mounting of sections, frozen section.
- 2. Staining: Dyes and their properties, Basic theory of staining, Staining technique with haematoxyline and eosin, Common special stains.

Unit IV: Autopsy

Autopsy Techniques (i) Processing of Tissues (ii) Preservation of Orange

Reference Book:

- 1. Hand Book of Histopathological and Histochemical Technique C.F.A. Culling
- 2. Introduction of Medical Labotaroy Technology F.J. Baker and R.E. Silverton.
- 3. Theory and Practice of Histological Technique. John D. Baneroft and Alan Steven,
- 4. An Introduction to Histotechnology. Geoffrey G. Brown.,
- 5. A Manual for Histologic Technician. Aun Preece, J
- 6. Hand book of MLT by V.H. Talib.
- 7. Hand book of MLT by R. Sood.
- 8. Hand book of MLT by Mukherjee.
- 9. WHO technical manual of Laboratory technology.
- 10. WHO technical manual of Blood banking transfusion medicine.

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper 205: Parasitology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Unit I: Introduction to Parasitology

- 1. Introduction and types of parasites
- 2. Host and their types
- 3. Host-parasite interaction

Unit II: Morphology, Life-cycle, Pathogenicity and Laboratory diagnosis of protozoa

E. histolytica and Entamoeba coli and Giardia, Trichomonas, Toxoplasma, Plasmodia and Leishmania

Unit III: Morphology, Life-cycle, Pathogenicity and Laboratory diagnosis of some helminthes and nematodes

Hook worm, Round worm, Whip worm, Thread worm, Pin worm. (b) Tapeworm and *Echinococcus, Wucheria bancrofti and B. malayi*.

Unit IV: Morphology, Life-cycle, Pathogenicity and Laboratory diagnosis of Trematodes and Sporozoa

- 1. Morphology, Life-cycle, Pathogenicity and Laboratory diagnosis of Trematodes of Flukes: Fasciola hepatica, Fasciola gigantica, Gestrodiscoides hominis
- 2. Morphology, Life-cycle, Pathogenicity and Laboratory diagnosis of Sporoza: Malaria Parasite and *Balatidium Coli*.

Reference Books

- 1. Parasitology K. D. Chatterji ,11th Edn. 1976 Chatterji Medical Publisher, Kolcata
- 2. Medical Parasitology- V. Baveja and C.P. Baveja, 4th Edn. 2019, Arya Publishing Company.
- 3. Medical Parasitology- Arora D. R., 5th Edn. 2020, CBS publisher and distributor Pvt. Ltd.

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper- 206: Laboratory work - Microbiology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Objectives of practical:

- 1. Identification of bacterial culture a. Colony characteristic. b. Morphological characteristic.
- 2. Types and preparation of media
- 3. Bacterial Staining: a) Gram staining technique b) Acid fast staining (Z-N).
- 4. Bacteria spore staining
- 5. Interpretation of biochemical reaction.
- 6. Antibiotic sensitivity test
- 7. Preparation of some stains solution.
- 8. Pathogenicity of some bacteria.

- 1. Rajesh Bareja, Practical Medical Microbiology
- 2. Mackie and McCartney, Practical Medical Microbiology
- 3. Mukesh Kumar, Practical Manual for undergraduate Microbiology.
- 4. J. Cappuccino and N. Sherman, Microbiology A laboratory Manual.

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper- 207: Laboratory work - Histotechnology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Objectives of practical:

- 1. Embedding and preparation of blocks
- 2. Study the type of microtome
- 3. Section cutting and use and care of microtone
- 4. H & E staining
- 5. PAS staining
- 6. AFB staining [TB and leprosy]
- 7. Frozen section and care of ctyosist
- 8. Preparation of fixative.

- 1. B. Sheety and S. Poonja, Histology Practical Manual
- 2. N. Vasudeva and S. Mishra, Indebirs Sings Textbook of Human Histology with colour atlas and Practical Guide
- 3. S. R. Prasad, Practical Histology for Medical Students
- 4. Hina Sharma, Practical Manual of Histolgy

Diploma in Medical Laboratory Technology Part-I Semester-II

Paper- 208: Laboratory work - Parasitology

No. of Lecture: 04 Lecture/ week

Total Marks: 50

Objectives of practical:

- 1. Demonstration of gross specimen of- Hookworm, Roundworm, Whip worm, Thread
 - a. worm, Pin worm and Tape worm,
- 2. Demonstration of following parasites / ova / cyst under microscope
- 3. G. lamblia, (b) T. vaganalis,
- 4. Demonstration of following parasites / ova / cyst under microscope: Malerial parasites and *Leishmania*
- 5. Demonstration of following parasites / ova / cyst under microscope: Roundworm and) Pin worm
- 6. Demonstration of following parasites / ova / cyst under microscope: Whipworm, Threadworm and Tapeworm
- 7. Study the life cycle and Pathogenicity of malarial parasite.
- 8. Study the life cycle and Pathogenicity of , Wucheria bancrofti
- 9. Study the life cycle and Pathogenicity of Fasciola hepatica.

- 1. Elizabeth A. Zeibig, Clinical Parasitology
- 2. D. R. Arora and B. B. Arora, Medical Parasitology
- 3. Rajesh Karyakarate and Ajit Damale, Medical Parasitology
- 4. K. D. Chatterjee, Parasitlogy (Protozoology and Helmintology)

Advanced Diploma in Medical Laboratory Technology Part-I Semester-II

Paper- 209: Laboratory work - Industrial Visit or Study tour

No. of Lecture: 04 Lecture/ week

Total Marks: 50

- 1. Visit to pathological Laboratory
- 2. Introduction to different laboratory instruments, its structure and function.
- 3. Collection of data regarding patient's blood investigations.
- 4. Observation of laboratory procedures.

- 1. Nanda Maheshwari, Clinical Pathology Hematology and Blood banking
- 2. R. P. Jayaswal, Basics of Medical Laboratory Science
- 3. P. Deshmukh, Principle of Good Laboratory Practice
- 4. Drew Provan, Oxford handbook of Clinical and Laboratory Investigation.

Practical Examination

- i. There will be a separate practical examination of 50 marks for each practical course.
- ii. Examination for two subjects will be conducted on two consecutive days separately.
- iii. The examination will be of three hours duration for each subject.
- iv. Student should submit duly certified Journal at the time of Practical Examination.
- v. Nature of Practical Question Paper for all the practical courses will be as follows-

Scheme of practical evaluation

Internal practical evaluation

| Q.1: Prepare any one practical from the above | 20 Marks |
|---|----------|
| Q.2: Practical record book | 20 Marks |
| Q.3: Viva – voce | 10 Marks |