

**CMJ UNIVERSITY**

SHILLONG, MEGHALAYA.

Recognized by UGC

DETAILED SYLLABUS

**Under Graduate Diploma Program**

**DOT**

**(Diploma in Occupational Therapy)**

(YEARLY SYSTEM)

## **DOT (Diploma in Occupational Therapy)**

**COURSE TITLE : DOT**

**DURATION : 2 YEARS**

**TOTAL DIPLOMA MARKS: 2100**

### **FIRST YEAR**

| <i>COURSE TITLE</i>                      | <i>Paper Code</i> | <i>MARKS</i> |           |       |
|--|-------------------|--------------|-----------|-------|
|  |                   | THEORY       | PRACTICAL | TOTAL |
| BASICS OF HUMAN ANATOMY                  | DOT-110           | 100          | 100       | 200   |
| BASICS OF MEDICAL PHYSIOLOGY             | DOT-120           | 100          | 100       | 200   |
| PATHOLOGY                                | DOT-130           | 100          | 100       | 200   |
| BASICS OF COMPUTER SKILLS                | DOT-140           | 100          | 00        | 100   |
| COMMUNICATION SKILLS IN ENGLISH          | DOT-210           | 100          | 00        | 100   |
| ORIENTATION TO OCCUPATIONAL THERAPY      | DOT-220           | 100          | 100       | 200   |
| PSYCHOLOGY                               | DOT-230           | 100          | 00        | 100   |
| OCCUPATIONAL THERAPY THEORY AND PRACTICE | DOT-240           | 50           | 50        | 100   |

## SECOND YEAR

| <i>COURSE TITLE</i>                 | <i>Paper Code</i> | <i>MARKS</i> |           |       |
|-------------------------------------|-------------------|--------------|-----------|-------|
|                                     |                   | THEORY       | PRACTICAL | TOTAL |
| SOCIOLOGY                           | DOT-310           | 100          | 00        | 100   |
| CHILD DEVELOPMENT                   | DOT-320           | 100          | 00        | 100   |
| THERAPEUTIC ACTIVITIES              | DOT-330           | --           | 100       | 100   |
| MS-OFFICE                           | DOT-340           | 50           | 50        | 100   |
| PRACTICE OF<br>OCCUPATIONAL THERAPY | DOT-410           | 100          | 00        | 200   |
| PSYCHOSOCIAL<br>PERFORMANCE         | DOT-420           | 100          | 00        | 100   |
| PHYSICAL PERFORMANCE                | DOT-430           | 100          | 00        | 100   |
| PROJECT                             | DOT-440           | ---          | 100       | 100   |

### 6 months internship in any Hospital or Nursing Home

**Note:**

**Theory Paper:** 30% Continuous Internal Assessment and 70% University examination.

**Practical Paper:** 30% Continuous Internal Assessment and 70% University examination.

**Continuous Internal Assessment:**

- |  |                                       |
|--|---------------------------------------|
| 1) Two or three tests out of which minimum two will be considered for Assessment | 60% of Continuous Internal Assessment |
| 2) Seminars/Assignments/Quizzes  | 30% of Continuous Internal Assessment |
| 3) Attendance, class participation and behavior                                  | 10% of Continuous Internal Assessment |

## **FIRST YEAR**

**DOT-110**

**BASICS OF HUMAN ANATOMY**

**Maximum Time : 3 Hrs.**

**University Examination :70 %**

**Total Marks : 100**

**Continuous Internal Assessment : 30 %**

**Minimum Pass Marks : 40%**

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

### **COURSE CONTENTS**

Skeleton Structures of Bone, Vertebral Column, Upper Extremity, Lower Extremity, superior extremity, inferior extremity, ossification centers, bone of upper limb, radius and uina, surface marker of thorax abdomen, head and neck.

**DOT-110  
ANATOMY**

**BASICS OF HUMAN**

The laboratory course will comprise of exercises on what is learnt in the theory classes of the same course i.e. DOT 110.

**DOT -120                      BASICS OF MEDICAL PHYSIOLOGY**

**Maximum Time                      : 3 Hrs.                      University Examination                      :70 %**  
**Total Marks                      : 100                      Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

**A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will compromise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

**B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

**COURSE CONTENTS**

**General information:-** The cell, membrane potential, some common terms used in physiology.

**Blood:-** Red blood corpuscles, hemoglobin, the leucocytes, immunity, origin and function of lymphocytes, reticule endothelial system, the platelets, homeostasis, coagulation of blood, the plasma proteins, blood groups.

**Digestive system:-** introduction to digestive system. Elementary functional anatomical considerations, the salivary glands, the stomach and its secretion, pancreas, the bile, the small intestine, movement of the alimentary tract, gastrointestinal hormones, apud cells.

**Respiratory system:-** Functional anatomy, ventilation, control of ventilation, exchange of gases between the alveoli and pulmonary capillary blood, carriage of O<sub>2</sub> and CO<sub>2</sub> by the blood and their exchange at the tissue level, applied and environment physiology Defense mechanism. Changes with age.

## **DOT –120 P**

## **BASICS OF MEDICAL PHYSIOLOGY**

The laboratory course will comprise of exercises on what is learnt in the theory classes of the same course i.e. DOT 120.

## **DOT-130**

## **PATHOLOGY**

|                           |                 |                                       |               |
|---------------------------|-----------------|---------------------------------------|---------------|
| <b>Maximum Time</b>       | <b>: 3 Hrs.</b> | <b>University Examination</b>         | <b>:70 %</b>  |
| <b>Total Marks</b>        | <b>: 100</b>    | <b>Continuous Internal Assessment</b> | <b>: 30 %</b> |
| <b>Minimum Pass Marks</b> | <b>: 40%</b>    |                                       |               |

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

## **COURSE CONTENTS**

**The Cell in Health and Disease**:- Introduction to Pathology, Cellular Structure and Metabolism, Etiology and Pathogenesis of Disease, Intracellular Accumulations and Disorders of Metabolism, Amyloidosis, Degenerations and Cell Death.

**Inflammation and Healing, Immunity and Hypersensitivity, Infection and infestation**:- Inflammation-Acute and Chronic, Granulomatous Inflammation, Healing, immunity and Hypersensitivity, Infection and Infestation.

**Fluid and Haemodynamic Derangements**:- Derangements of Body Fluids and Electrolytes, Haemodynamic Disorders due to Deranged Blood Volume, Haemodynamic Disorders of Obstructive Nature, Ischaemia and Infarction.

**Growth Disorders and Neoplasia**:- Adaptive Disorders of Growth, General Aspects of Neoplasia, Etiology and pathogenesis of Neoplasia, Clinical Aspects of Neoplasia, Common Specific Tumours.

## **DOT-130 P**

## **PATHOLOGY**

The laboratory course will comprise of exercises on what is learnt in the theory classes of the same course i.e. DOT 130.

## **DOT-140**

## **BASIC OF COMPUTER SKILLS**

**Maximum Time : 3 Hrs.      University Examination :70 %**  
**Total Marks : 100      Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will compromise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

### **COURSE CONTENTS**

Hardware & Software: CPU, RAM, SSD, Operating Systems, System Softwares, Application Software. Inside Computers. Computer Systems.

Input-Output devices: Monitor, Keyboard, Mouse, System Unit, Printer, Scanner.

Storage devices : Floppy disk, Hard disk, Cartridge tape, CD-ROM

Printers : Dot-Matrix, Inkjet, Laserjet, Colour printer, High speed printer, Label printer, Plotters.

**PROGRAMMING LANGUAGE:-**Compiler, Assembly Language, Machine Language.

Graphical user interface : Windows 3x, Program manager, Main & accessories program groups, Multiasking.

**DOT-210  
ENGLISH**

**COMMUNICATION SKILLS IN**

|                           |                 |                                       |               |
|---------------------------|-----------------|---------------------------------------|---------------|
| <b>Maximum Time</b>       | <b>: 3 Hrs.</b> | <b>University Examination</b>         | <b>:70 %</b>  |
| <b>Total Marks</b>        | <b>: 100</b>    | <b>Continuous Internal Assessment</b> | <b>: 30 %</b> |
| <b>Minimum Pass Marks</b> | <b>: 40%</b>    |                                       |               |

**A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

**B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

**COURSE CONTENTS**

Basic Skills: - Listening, Speaking, Reading and Writing.

Comprehension: - Reading Comprehension, Passages, Poems.

Listening Comprehension: - Talks, Reports, Poems

Writing Skills: - Paragraph Writing, Composition Writing, Report Writing, Application & Letter Writing

Grammar: - Simple, Compound and complex sentences, Co-ordinate clause (with, but or either-or, Neither-Nor otherwise or else), Subordinate clauses-noun clauses-as subjects object and complement: Relative Clauses (restrictive and non-restrictive clauses). Adverb clauses (open and hypothetical, Comparative Clauses

Simple present, progressive and present perfect, simple past, progressive and past perfect, indication of futurity, the passive (Sample present and past, present and past perfect and 'to' infinitive structure), Reported Speech: - (I) Declarative sentences, (ii) Imperatives (iii) Interrogatives –question, Yes/No Questions, Exclamation sentences, Modals (will, shall, should, would, ought to, have to/have got to, can, could, me-might and need), Verb structures (infinitives and gerundial)



**DOT-220  
THERAPY**

**ORIENTATION TO OCCUPATIONAL**

**Maximum Time : 3 Hrs. University Examination :70 %**  
**Total Marks : 100 Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

**A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

**B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

**COURSE CONTENTS**

Study of the general scope of the profession. Introduction of the equipment, medical terminology, therapeutic media, and restorative environment of the occupational therapy field.

**DOT-220 P  
THERAPY**

**ORIENTATION TO OCCUPATIONAL**

The laboratory course will comprise of exercises on what is learnt in the theory classes of the same course i.e. DOT 220.

**DOT-230**

**PSYCHOLOGY**

**Maximum Time : 3 Hrs. University Examination :70 %**  
**Total Marks : 100 Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

**A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

**B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

**COURSE CONTENTS**

The fundamentals of human behavior.:- biological bases of behavior, sensation and perception, motivation, learning and memory, maturation and development, personality, and social psychology.

Personal and social adjustment in modern society. Topics include maturing self-concept, healthy interpersonal relationships, constructive management of emotion and stress, and prevention of maladjustment.

The biological and environmental factors influencing the physical, intellectual, social, emotional, and language development from birth until death

**DOT-240 OCCUPATIONAL THERAPY THEORY  
AND PRACTICE**

**Maximum Time : 3 Hrs. University Examination :70 %**  
**Total Marks : 100 Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

**A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

**B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

**COURSE CONTENTS**

The basic concepts of occupational therapy. Content includes history, philosophy, role delineation, ethics, cultural issues, standards of practice, and professional associations. Occupational performance, the OT process, and documentation of OT services are emphasized. A fieldwork component allows exposure to the practice of OT in different settings.

## **SECOND YEAR**

**DOT-310**

**SOCIOLOGY**

**Maximum Time : 3 Hrs.      University Examination :70 %**  
**Total Marks : 100      Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

### **COURSE CONTENTS**

Studies the individual in society. Explores topics of social behavior: conformity, interpersonal relationships, perceptions, prejudice, altruism, aggression, and attitude formation

**DOT-320****CHILD DEVELOPMENT**

|                           |                 |                                       |               |
|---------------------------|-----------------|---------------------------------------|---------------|
| <b>Maximum Time</b>       | <b>: 3 Hrs.</b> | <b>University Examination</b>         | <b>:70 %</b>  |
| <b>Total Marks</b>        | <b>: 100</b>    | <b>Continuous Internal Assessment</b> | <b>: 30 %</b> |
| <b>Minimum Pass Marks</b> | <b>: 40%</b>    |                                       |               |

**A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

**B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

**COURSE CONTENTS**

Study of how children change as a result of age and experience. The interplay of biology, experience, and current level of development; how early experiences affect later development; and self-development. An overview of abnormal development and its clinical outcomes.

## **DOT –330**

## **THERAPEUTIC ACTIVITIES**

|                           |                 |                                       |               |
|---------------------------|-----------------|---------------------------------------|---------------|
| <b>Maximum Time</b>       | <b>: 3 Hrs.</b> | <b>University Examination</b>         | <b>:70 %</b>  |
| <b>Total Marks</b>        | <b>: 100</b>    | <b>Continuous Internal Assessment</b> | <b>: 30 %</b> |
| <b>Minimum Pass Marks</b> | <b>: 40%</b>    |                                       |               |

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

## **COURSE CONTENTS**

The principles of design and the fundamentals of manual arts as they relate to clay and woodworking. Emphasis is on clay handbuilding and construction of OT equipment, as well as practical experiences with hand and power woodworking tools. Students are introduced to setting up and maintaining equipment in a safe environment. Attention is focused on the correct body mechanics when using equipment.

## **DOT-340**

## **MS-OFFICE**

**Maximum Time : 3 Hrs.      University Examination :70 %**  
**Total Marks : 100      Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

### **COURSE CONTENTS**

**MS Word** : Creating documents, Formatting, Auto text, Auto correct, Tables, Page setup, Printing, Object linking & embedding, Spell check, Thesaurus, Mail merge, Word art, Clip art.  
setup.

**MS Excel** : Creating workbooks & worksheets, Formulas & functions, Linking workbooks & worksheets, Cell references, Formatting, Creating charts, Data lists, Page setup, Printing.

**MS Power Point** : Creating slides with different layouts and templates, Inserting charts, Tables, Organisation charts, Pictures, Running a screen show, Presentation

**DOT-410  
THERAPY**

**PRACTICE OF OCCUPATIONAL**

**Maximum Time : 3 Hrs. University Examination :70 %**  
**Total Marks : 100 Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

**A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

**B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

**COURSE CONTENTS**

Students will use clinical reasoning skills to analyze a person's performance as they participate in work, leisure, and self care activities in natural environments. Professional behavior is emphasized.

**DOT-410 P  
THERAPY**

**PRACTICE OF OCCUPATIONAL**

The laboratory course will comprise of exercises on what is learnt in the theory classes of the same course i.e. DOT 410.



## **DOT-420**

## **PSYCHOSOCIAL PERFORMANCE**

|                           |                 |                                       |               |
|---------------------------|-----------------|---------------------------------------|---------------|
| <b>Maximum Time</b>       | <b>: 3 Hrs.</b> | <b>University Examination</b>         | <b>:70 %</b>  |
| <b>Total Marks</b>        | <b>: 100</b>    | <b>Continuous Internal Assessment</b> | <b>: 30 %</b> |
| <b>Minimum Pass Marks</b> | <b>: 40%</b>    |                                       |               |

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

### **COURSE CONTENTS**

This course addresses psychosocial roles and occupational performance in adolescence through young adulthood. Occupations of adolescence and young adults will be identified and analyzed from a holistic perspective that recognizes diversity in cultural orientation, cognitive performance, emotional behavior, and physical competence. Occupational functioning will be viewed in different contexts and phases of wellness, illness and disability. Different occupational therapy models including direct service and consultative formats will be analyzed. Psychosocial, behavioral and developmental frames of reference are presented and used to guide the selection of assessment tools and intervention methodology for young clients experiencing disruption in capacities related to desired occupational activities.

## **DOT-430**

## **PHYSICAL PERFORMANCE**

|                           |                 |                                       |               |
|---------------------------|-----------------|---------------------------------------|---------------|
| <b>Maximum Time</b>       | <b>: 3 Hrs.</b> | <b>University Examination</b>         | <b>:70 %</b>  |
| <b>Total Marks</b>        | <b>: 100</b>    | <b>Continuous Internal Assessment</b> | <b>: 30 %</b> |
| <b>Minimum Pass Marks</b> | <b>: 40%</b>    |                                       |               |

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

## **COURSE CONTENTS**

This physical performance course to look at physical development during pre-teen years through young adulthood. Functional independence as a primary goal in occupational therapy services is stressed. Effects of disability on the individual, the family, and societal systems will be investigated. Specific focus will be given to age appropriate hand skills, sensory integration, perceptual development and motor learning. Students will continue to advance skills in differentiating between assessment methods, devising treatment plans, and implementing therapeutic services.

## **DOT 440**

## **PROJECT**

**Maximum Time : 3 Hrs.      University Examination :70 %**  
**Total Marks : 100      Continuous Internal Assessment : 30 %**  
**Minimum Pass Marks : 40%**

### **A) Instructions for paper-setter**

1. The question paper will be divided into two parts. Part-I will contain subjective questions. This part will carry 60% of the total marks.
2. Part-II will comprise of 10-15 short questions, which will cover the entire syllabus and will carry 40% of the total marks.

### **B) Instructions for the candidates**

1. Candidates are required to attempt Part-I as defined in the question paper and the entire part-II.
2. Use of non-programmable scientific calculator is allowed

The Students will select a topic in their area of interest, in consultation with a supervisor, and carry out a project.