PART I

The Fundamentals of Personalized Instruction Programs

Using the Blocks

BLOCK	DATA AND ANSWERS	DESCRIPTIONS AND QUESTIONS
1-1		A personalized instructional program (PIP) is designed to help you learn subject matter with minimal supervision from your instructor. One such program uses a block, which is usually one or more lines of words containing one or more blanks (_____). The blank is in the right column. Write your answer in this blank and then compare your answer with the correct answer, given in the left column.
	PIP block	You have just learned the definition of _____, and an example of one such program is a _____. Compare your answers with the answers provided.
1-2	feedback	One benefit of using a PIP is feedback. By checking the answer, you provide yourself with _____. Look at the answer now.
1-3	instant	Another benefit of a PIP is instant feedback. When you check the answer, the feedback is _____. Look at the answer now.
1-4	pace	A PIP gives you the opportunity to learn at your own _____. Check the answer now.
1-5	homework	Some instructors assign sections of a PIP as homework to supplement lectures or another required textbook. If so, the assignment becomes _____ like any other reading assignment. Check the answer now.

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1-6	test answer	Other instructors assign sections of a PIP as a test for some classroom lectures. To treat this assignment as a _____, you must cover the _____ column. Check the answer now.
1-7	check	To use PIP properly and efficiently, you will need to use some basic guides. One guide is checking the answer. Always _____ the answer after you have filled in a blank space.
1-8	correct	Another guide is to make sure that you correct your wrong answer. If you check the answer and it is different from yours, you must _____ it.
1-9	go back do not skip	Another important guide is to never skip any block as you proceed. It is essential that you do not skip any block because each block builds upon the previous one. You can always go back to previous blocks to review. In a PIP you can _____ _____ to check some previous blocks, but please _____ _____ _____ any block by jumping ahead.
1-10	personalized instructional program usually one or more lines of words containing one or more blanks	A PIP is a _____ _____ _____. A block is _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____.
1-11	check correct	Always _____ the answer after you have filled in the blank space(s). Always _____ your answer if it is wrong.

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1-12	instant feedback pace	By checking the answer, you receive _____ _____ on the correctness of your answer. A PIP permits you to learn subject matter at your own _____.
1-13	medical terminology health	What is medical terminology? Every health field has its own vocabulary. All health professionals have a basic understanding of medical words, although to a different extent. For example, a dental hygienist knows fewer medical terms than a dentist does, but they both have the same basic background training in or understanding of medical terminology. That is why you are required to take a course in _____ _____: because you are planning a career in the _____ field.
1-14	terms	How will you learn medical terminology? Now that you are familiar with the procedures and mechanics involved in using a PIP, you will be introduced to the scientific discipline of medical terminology. This is the study of medical terms, words, vocabulary, glossaries, descriptions, and names. For convenience, we will call all of these "terms." Medical terminology is the study of medical _____.
1-15	communicate	By acquiring a basic knowledge of the components of medical terms, all health professionals can communicate with one another. The objective of learning medical terminology is to make sure that all individuals in the health care field can _____ with one another when medical terms are involved.

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1-16		You will learn a specific number of medical terms by using the PIP system in one of three ways designed by your instructor.
		In one method, the instructor assigns the students to study certain blocks in one class meeting. During the next meeting, the instructor gives a test on those blocks. This simple
	blocks	arrangement requires you to study certain _____ and
	test	take a _____.
1-17		In a second approach, the instructor requires students to study specific lectures and then assigns blocks as homework to prepare for the next class, discussion, or quiz. That is,
	lectures	the students must study the _____ and the
	assigned blocks	_____ _____.
1-18		In a third approach, the instructor lectures from one textbook and gives home assignments from this book. The student
	both (or	is expected to learn the material in _____ _____
	two)	_____ books on medical terminology.
1-19		The remaining units in this book will help you to master medical terminology in two stages. During the first stage you will learn the basics of using word components or parts to understand and build medical terms.
	two	In the PIP system, there are _____ stages in learning
	build	medical terminology. The first stage teaches you to _____
	terms, components	medical _____ from word _____
	parts	or _____.

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1-20		The second stage is to apply the knowledge acquired in the first stage to build medical terms for specific body organs, functions, clinical conditions, and disorders.
	medical terms components, parts	First, you learn how to build _____ _____ from word _____ or _____.
	medical terms components, parts organs, functions, clinical conditions, disorders	Then, you will use the same approach to build _____ _____ from word _____ or _____ for specific body _____, _____, _____ _____, and _____.
1-21		The next unit provides you with eight keys to building medical terms using their components or parts.
	eight components parts, medical terms	That is, using the _____ keys, you will learn how to put together the appropriate word _____ or _____ to build all types of _____ _____.