

Time	Activity
01:00 – 01:10 PM	Welcome, Participant Introductions, and Course Objectives
01:10 – 01:40 PM	Session 1: Basic Structure of Medical Terms – Prefixes, Roots, Suffixes
01:40 – 02:10 PM	Session 2: Common Terminology in Admissions, Transfers, and Discharges
02:10 – 02:30 PM	Activity: Matching Medical Terms to Abbreviations and Definitions
02:30 – 02:40 PM	Break
02:40 – 03:10 PM	Session 3: Frequently Used Terms in Ward Documentation
03:10 – 03:30 PM	Group Activity: Interpreting Sample Ward Records
03:30 – 03:50 PM	Review Game: Medical Terminology Quiz Challenge
03:50 – 04:00 PM	Q&A, Summary, and Course Feedback