

Department: Restorative and Esthetic Dentistry

Title of the Program: *Bachelor of Dental Surgery BDS*

Course Specification of Operative Dentistry (2)

I. Course Identification and General Information:					
1	Course Title:	Operative Dentistry (2)			
2	Course Code & Number:	DBCD3101			
3	Credit hours:	C.H			
		Lecture	Seminar/Tutorial	Practical	Training
		1		2	
4	Study level/ semester at which this course is offered:	3 rd Level / 1 st Semester			
5	Pre –requisite (if any):	Operative Dentistry 1 Dental material II Dental morphology II			
6	Co –requisite (if any):	None			
7	Program (s) in which the course is offered:	Bachelor of Dental Surgery (B.D.S).			
8	Teaching Language:	English			
9	Study System:	Semester based System			
10	Prepared by:	Prof. Dr. Ibrahim Z. Al-Shami			
11	Approval date:	2023/2024			
12	Approved by:	Prof. Dr Abdulwahab Al-kholani & Dr. Muneer Al-azzani			

II. Course Description:

This is the second pre-clinical operative dentistry course provided during the first semester of the third year. This course representing different preparation and restorative procedures in operative dentistry preparing the students for the clinical courses. the lecture courses in operative dentistry II together with a complementary laboratory course are designed and directed to provide students with knowledge and skills in the diagnosis and treatment of carious lesions and other types of tooth structure defects, students will be trained to prepare anterior and posterior compound & complex cavities and restore with different restorative techniques and materials like Amalgam, resin composite and modified glass ionomer cement, apply liners and bases, finish and polish restorations on artificial teeth, know the differences between direct and indirect restorations, know the basic principles and technique of cavity preparation for cast gold and direct gold restorations and apply rubber dam on the manikin.

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III. Course Intended learning outcomes (CILOs) of the course		Referenced PILOs
Knowledge and Understanding		
By the end of this course, the student will be able to:		
a.1	Identify the cavity preparation and restoration for amalgam and resin composite materials	A4
a.2	Describe the classification, diagnosis, clinical features and sequelae of dental caries.	A5
Intellectual Skills:		
By the end of this course, the student will be able to		
b.1	Distinguish between the uses of different dental materials in different clinical situations.	B5
b.2	Distinguish dental caries and compare between acute and chronic decay.	B1
Professional and Practical Skills		
By the end of this course, the student will be able to		
c.1	Practice different cavity designs for amalgam and composite filling materials with proper finishing and polishing of restorations on artificial teeth	C5
c.2	Apply cement, base materials in different cavities.	C4
Transferable (General) Skills:		
By the end of this course, the student will be able to		
d.1	Communicate with dental assistants and colleagues easily	D3
d.2	Utilizes modern sources as tools getting information for self-learning and self-evaluation.	D2
d.3	Manage time during lab work	D4

(A) Alignment Course Intended Learning Outcomes of Knowledge and Understanding to Teaching and Assessment Strategies:		
Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
Identify the cavity preparation and restoration for amalgam and resin composite materials	Lecture Demonstrations Supervision Instruction	Written Exams, Oral discussion Quizzes
Describe the classification, diagnosis, clinical features and sequelae of dental caries.		
(B) Alignment Course Intended Learning Outcomes of Intellectual Skills to Teaching and Assessment Strategies:		
Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
Distinguish between the uses of different dental materials in different clinical situations.	Lectures Demonstrations	Written Exams, Oral discussion

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Distinguish dental caries and compare between acute and chronic decay.	Case presentation	Quizzes
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(C) Alignment Course Intended Learning Outcomes of Professional and Practical Skills to Teaching and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
Practice different cavity designs for amalgam and composite filling materials with proper finishing and polishing of restorations on artificial teeth	Practical Sessions Demonstrations Supervision Instruction	Direct observation Oral discussion Practical Exams Semester work
Apply cement, base materials in different cavities.		

(D) Alignment Course Intended Learning Outcomes of Transferable Skills to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
Communicate with dental assistants and colleagues easily	Practical Sessions Supervision Instruction	Semester work (Practical Requirements) Observation Continuous Assessment
Utilizes modern sources getting information for self-learning and self-evaluation.		
Manage time during lab work.		

IV. Course Content:

First: Theoretical Aspects

Order	Units/Topics List	Learning Outcomes	Subtopics List	Number of Weeks	contact hours
1	None Caries Lesions	a2, b1, b2,	<ul style="list-style-type: none"> Definitions and types Causes Signs and symptoms Bruxism: aetiology and clinical presentation Diagnosis, treatment and prevention of tooth surface loss 	1 week	1
2	Complex Amalgam	c1, d2, d3	<ul style="list-style-type: none"> Introduction Pin less-retained complex amalgam preparations, 	1 week	1

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	Restoration		<ul style="list-style-type: none"> The additional means of retention: <ul style="list-style-type: none"> - retentive grooves, amalgam pins, slots, steps, circumferential slots. Restorative Technique Cusps capping 		
3	Pulp Protection therapy	a1, a2, b1, b2, c2, d3	<ul style="list-style-type: none"> Intermediary base materials <ul style="list-style-type: none"> - Cavity liners, cement bases and varnishes. - Definitions and material properties Indications for Insulating materials placed under amalgam and composite advantages and disadvantages, Manipulation Pulp-dentin complex reaction to cavity liners and varnishes 	1 week	1
4	Composite Resin Materials	a2,a3, b2,	<ul style="list-style-type: none"> History, Composition Classification Indication, Contraindication, Advantages, Disadvantages 	1 week	1
5	Principles of Tooth preparation for Composite Restoration	a3, b2, c1,	<ul style="list-style-type: none"> Class III, IV and V Definitions Tooth preparation Different designs 	1 week	1
6	Composite Cavity Restoration	a2,a3, b2, c3,d3	<ul style="list-style-type: none"> Class III, IV, V restorations Dentine adhesive systems <ul style="list-style-type: none"> - Etching, - Bonding (to enamel and dentin) Restorative Procedures: <ul style="list-style-type: none"> - Preparation of operating site - Shade selection and Pulp Protection 	2 weeks	2



			<ul style="list-style-type: none"> - Manipulation of composite resin and insertion into the cavity: - incremental placement, curing and finishing 		
7	Midterm Theoretical Examination	a1, a2, a3, b2, d2	<ul style="list-style-type: none"> • MCQs and essay questions 	1 week	1
8	Direct Posterior Composite Restorations	a1, b2, c1, d3	<ul style="list-style-type: none"> - Indication and contraindications - advantages, and disadvantages - Preparation types and Restorative Procedures: Class I, and Class II - The stamp technique 	1 week	1
9	Glass ionomer restorative material	a1, b2, c1, d3	<ul style="list-style-type: none"> - Conventional, modified, Compomers and smart materials - Types - Differences between conventional GI, resin modified GI and Compomers <ul style="list-style-type: none"> - Setting reaction of each type. - Advantages of resin modified GI over conventional type. - Clinical Manipulation - Sandwich technique 	1 week	1
10	Finishing and Polishing of Restorations	a2, b2, c3, d3	<ul style="list-style-type: none"> - Definition - Objectives - Instrumentations and Techniques 	1 week	1
11	Indirect Restorations	a3, b2, c1, d3	<ul style="list-style-type: none"> - Definitions - Inlay and Onlay - Classification - Materials - Indications and contraindications - advantages and disadvantages. - Principles of Tooth Preparation for Indirect Restorations 	1 week	1

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12	Tooth Preparation for Cast Gold Inlay and only Restorations	a3, b2, c1, d3	<ul style="list-style-type: none"> Indications for cast gold inlay, onlay Steps of preparation for Cast Gold Inlay and Onlay Restoration Difference between amalgam and inlay preparation. 	1 week	1
13	Provisional Restoration	a3, b2, c2, d3	<ul style="list-style-type: none"> Definition Objectives and Requirements Provisional restoration materials Techniques 	1 week	1
14	Review	a1, a2, a3, b1, b2	<ul style="list-style-type: none"> All Previews topics 	1 week	1
15	Final Theoretical Examination	a1, a2, a3, b2, d2	<ul style="list-style-type: none"> MCQs and essay questions 	1 week	1
Number of Weeks /and Units Per Semester				16	16

Second: Practical/Tutorial/Clinical Aspects Write up practical/tutorial/clinical topics

No.	Practical/Tutorial/Clinical topics	No. of Weeks	Contact Hours	CILOs
1	<ul style="list-style-type: none"> - Introduction to the Course, - Distribution of Instruments - Mounting of Plastic Teeth - Review and Practice: Class II (MOD) Amalgam Cavity Preparation on lower molars.	1 st	2	b1, b2, c1, d3
2	Demonstration and Practice: Class II (MOD) Amalgam Cavity Preparation on lower and upper molars (MO-OL)	2 nd	2	b1, c1, d3
3	Demonstration and Practice: Class II Amalgam Cavity Preparation on	3 rd	2	b1, c1, d3

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	lower and upper premolars			
4	Demonstration and Practice: - liner and base, - Matrix Formation, & Placement - Amalgam Restorations on all Class II cavities	4 th & 5 th	4	b1, b2, c1, c2, c3, d3
5	Demonstration and Practice: Finishing and Polishing of various Amalgam Restorations - Class I, II and Class V	6 th	2	b2, c1, c2, c3, d3
6	Demonstration and Practice: Cavity Preparation and restorations for Composite Resin on upper and lower centrals and laterals, Class III Lingual Approach	7 th & 8 th	4	b2, c1, c2, c3, d3
7	Demonstration and Practice: Cavity Preparations and restorations Class IV for Composite Resin on upper anterior teeth (Traumatic) using (silicone keys)	9 th	2	b2, c1, c2, c3, d3
8	Demonstration and Practice: Preparation and restorations for Composite Resin on anterior and posterior teeth, Class V Facial Cavities	10 th	2	b2, c1, c2, c3, d3
9	Demonstration and Practice: Preparation and restorations for Composite Resin on posterior teeth, class I & class II	11 th & 12 th	4	b2, c1, c2, c3, d3
10	Demonstration and Practice: Finishing and Polishing of Composite Resin Restorations	13 th	2	b2, c2, c3, d3
11	Final Practical Exam	14 th	2	b1, b2, c1, c2, c3, d3
Total number of weeks and hours		14	28	



V. Teaching strategies of the course:

- Lectures
- Demonstrations
- Practical Sessions
- Self-Learning

VI. Assignments:

No.	Assignments	Aligned CILOs (symbols)	Week Due	Mark
1	Semester work: - practical laboratory work and Requirements	b1, b2, c1, c2, c3, d3	Week 1 to week 13	10
Total				10

VII. Learning Assessment

No.	Assessment Tasks	Week due	Mark	Proportion of Final Assessment	Aligned CILOs
1	Assignments	2 - 13	10	10 %	b1, b2, c1, c2, c3, d3
2	Quiz	2 - 14	10	10 %	a1, a2, a3, b1, b2
3	Midterm Theoretical Exam	8	20	20 %	a1, a2. a3, b2, d2
4	Final Practical Exam	14	20	20 %	b1, b2, c1, c2, c3, d3
5	Final Theoretical Exam	16	40	40 %	a1, a2. a3, b2, d2
Total			100	100%	



VIII. Learning Resources:

1- Required Textbook(s).

1. Theodore M. Roberson, Harald Heymann, Edward J. Swift, 2012, Sturdivant's Art and Science of Operative Dentistry, 6th Edition, Mosby.
2. James B. Summit, J. William Robbins, Richard S. Schwartz, 2006: Fundamentals of operative dentistry: a contemporary approach. 3rd edition, Quintessence.

2- Essential References.

1. Avijit Banerjee, Timothy F. Watson, 2011, Pickard's Manual of Operative Dentistry: 9th edition, Oxford, England
2. Nisha Garg, 2015: Textbook of Operative Dentistry, 3rd Edition, JP Medical Ltd, India

3- Electronic Materials and Web Sites etc.

- Websites:
 - 1- Journal of dentistry
<https://www.journals.elsevier.com/journal-of-dentistry>
 - 2- Operative Dentistry Journal
<https://jopdent.com/>
 - 3- Ebscohost, journal of operative dentistry
<https://www.ebscohost.com/titleLists/ddh-coverage.htm>
 - 4- Dental Materials Journal
<https://www.researchgate.net>

IX. Course Policies:

1	(Class Attendance) Attendance of students is taken at beginning of lecture time. - The allowed absence percentage is 20% without excuse and 30% with acceptable excuse, - When student has been absent for more than 30% of course lectures without acceptable excuse, the student will be prohibited from entering subject the final exam.
2	(Tardy) If the student came late to class for 15 minutes, he/she is registered absent but he/she allowed to enter the hall to listen lecture presentation.
3	(Exam Attendance/Punctuality): According to examination roles or policies: - If the student is absent in the year works exams, the decision is referred to the teacher whether to allow or to reject according to the offered excuse. - If the student is absent in the final exam with an acceptable excuse, the student would be attended the re-sit exam as 1st trial. - If the student is absent in the final exam without an acceptable excuse, the student

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	would be attended re-sit exam as 2nd trial.
4	<p>(Assignments & Projects):</p> <p>According to examination roles or policies: - The student should be attended the final exam at certain time and according to the accredited exam table. - If the student came late after 15 minutes from the exam beginning, the student would be to attend the exam with oral monition of never repeat. - In case of the repeat, the student prevented from entrance and considered absent.</p>
5	<p>(Cheating):</p> <p>According to examination roles or policies: - If the student cheated in the year works exams of the course, the student prohibited from entrance the final exam and given zero degree with prevented him from entrance the re-sit exam of this course. - If the student cheated in the final exam of the course, the student prohibited from the cheated course and the followed course and given zero degree in both courses, and prevented him from entrance the re-sit exams of them. - If the cheated course is the last at the exam table, the student prohibited from the cheated course and the past course and given zero degree in both courses, and prevented him from entrance the re-sit exams of them. - If the cheating is discovered in subsequent time, the cheated student didn't escape from payment and ordinance is referred to precision committee and the final decision is referred to the collage council. - If the cheating is discovered during the correcting the answered books, the corrector has written a report to the chairman of concerned department for taking available procedure. - The faculty council is able to segregate the student for one academic year in 2nd cheating trial and final segregation from the university after accreditation of university council in 3rd cheating trial.</p>
6	<p>(Plagiarism):</p> <p>According to examination roles or policies: Plagiarism means a student plagiarizes the personality of another student. Plagiarism for exam purpose: 1- Both students are prohibited from the plagiarized academic year and all results of them are rejected with prohibition of them from entrance the re-sit exam. 2- If the plagiarized student is from outside the university, the student is referred to the university police. -Plagiarism for other purposes: 1- Both students are warned as segregation. 2- If the plagiarized student is from outside the university, the student is referred to the university police.</p>
7	<p>(Other policies):</p> <p>The student should be followed the instructions for the exam entrance. - The student should be followed all systems & laws of the university.</p>

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Course Plan of Operative Dentistry (2)

I. Information of Faculty Members responsible for the course:

Name of Faculty Member	Prof. Dr. Ibrahim Z. Al-Shami Prof. Dr. Abdulwahab I. Al-kholani	Office Hours					
		SAT	SUN	MON	TUE	WED	THU
Location & Telephone No.	Sanaa 777980568 Sanaa 777775025						
E-mail	ibrahimzaed@yahoo.com						

II. Course Identification and General Information:

1-	Course Title:	Operative dentistry (2)				
2-	Course Number & Code:	DBCD3101				
3-	Credit hours:	C.H				Total
		Th.	Seminar	Pr.	F. Tr.	
		1		2		
4-	Study level/year at which this course is offered:	3 rd Level / 1 st Semester				
5-	Pre –requisite (if any):	Operative Dentistry 1 Dental material II Dental morphology II				
6-	Co –requisite (if any):	None				
7-	Program (s) in which the course is offered	Bachelor of Dental Surgery (B.D.S).				
8-	Language of teaching the course:	English				
9-	System of Study:	Semester based System				
10-	Location of teaching the course:	Faculty of Dentistry				

III. Course Description:

This is the second pre-clinical operative dentistry course provided during the first semester of the third year. This course representing different preparation and restorative procedures in operative dentistry preparing the students for the clinical courses. the lecture courses in operative dentistry II together with a complementary laboratory course are designed and directed to provide students with knowledge and skills in the diagnosis and treatment of carious lesions and other types of tooth structure defects, students will be trained to prepare anterior and posterior compound & complex cavities and restore

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with different restorative techniques and materials like Amalgam, resin composite and modified glass ionomer cement, apply liners and bases, finish and polish restorations on artificial teeth, know the differences between direct and indirect restorations, know the basic principles and technique of cavity preparation for cast gold and direct gold restorations and apply rubber dam on the manikin.

IV. Intended learning outcomes (ILOs) of the course

After completing this course, students will be able to:

a.1	Identify the cavity preparation and restoration for amalgam and resin composite materials
a.2	Describe the classification, diagnosis, clinical features and sequelae of dental caries.
b.1	Distinguish between the uses of different dental materials in different clinical situations.
b.2	Distinguish dental caries and compare between acute and chronic decay.
c.1	Practice different cavity designs for amalgam and composite filling materials with proper finishing and polishing of restorations on artificial teeth
c.2	Apply cement, base materials in different cavities.
d.1	Communicate with dental assistants and colleagues easily
d.2	Utilizes modern sources as tools getting information for self-learning and self-evaluation.
d3	Manage time during lab work

V. Course Content:

A. Theoretical Aspect:

Order	Units/Topics List	Sub-Topics List				Number of Weeks	contact hours
1	None Caries Lesions	<ul style="list-style-type: none">– Definitions and types– Causes– Signs and symptoms– Bruxism: aetiology and clinical presentation– Diagnosis, treatment and prevention of tooth surface loss				1 st	1
2	Complex Amalgam Restoration	<ul style="list-style-type: none">– Introduction– Pin less-retained complex amalgam preparations,				2 nd	1
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		<ul style="list-style-type: none"> The additional means of retention: <ul style="list-style-type: none"> - retentive grooves, amalgam pins, slots, steps, circumferential slots. Restorative Technique Cusps capping 		
3	Pulp Protection therapy	<ul style="list-style-type: none"> Intermediary base materials <ul style="list-style-type: none"> - Cavity liners, cement bases and varnishes. - Definitions and material properties Indications for Insulating materials placed under amalgam and composite advantages and disadvantages, Manipulation Pulp-dentin complex reaction to cavity liners and varnishes 	3 rd	1
4	Composite Resin Materials	<ul style="list-style-type: none"> History, Composition Classification Indication, Contraindication, Advantages, Disadvantages 	4 th	1
5	Principles of Tooth preparation for Composite Restoration	<ul style="list-style-type: none"> Class III, IV and V Definitions Tooth preparation Different designs 	5 th	1
6	Composite Cavity Restoration	<ul style="list-style-type: none"> Class III, IV, V restorations Dentine adhesive systems <ul style="list-style-type: none"> - Etching, - Bonding (to enamel and dentin). Restorative Procedures: <ul style="list-style-type: none"> - Preparation of operating site - Shade selection and Pulp protection - Manipulation of composite resin and insertion into the cavity 	6 th + 7 th	2

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7	Midterm Theoretical Examination	<ul style="list-style-type: none"> MCQs and essay questions 	8 th	1
8	Direct Posterior Composite Restorations	<ul style="list-style-type: none"> Indication and contraindications advantages, and disadvantages Preparation types and Restorative Procedures: Class I, and Class II The stamp technique 	9 th	1
9	Glass ionomer restorative material	<ul style="list-style-type: none"> Conventional, modified, Compomers and smart materials Types Differences between conventional GI, resin modified GI and Compomers <ul style="list-style-type: none"> Setting reaction of each type. Advantages of resin modified GI over conventional type. Clinical Manipulation Sandwich technique 	10 th	1
10	Finishing and Polishing of Restorations	<ul style="list-style-type: none"> Definition Objectives Instrumentations and Techniques 	11 th	1
11	Indirect Restorations	<ul style="list-style-type: none"> Definitions Inlay and Onlay Classification Materials Indications and contraindications advantages and disadvantages. Principles of Tooth Preparation for Indirect Restorations 	12 th	1
	Tooth Preparation for Cast Gold Inlay and only Restorations	<ul style="list-style-type: none"> Indications for cast gold inlay, onlay Steps of preparation for Cast Gold Inlay and Onlay Restoration Difference between amalgam and inlay preparation. 	13 th	1
	Provisional	<ul style="list-style-type: none"> Definition 	14 th	1

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	Restoration	<ul style="list-style-type: none"> Objectives and Requirements Provisional restoration materials Techniques 		
	Review	<ul style="list-style-type: none"> All Previews topics 	15 th	1
	Final Theoretical Examination	<ul style="list-style-type: none"> MCQs and essay questions 	16 th	1
Number of Weeks /and Units Per Semester			16	16

B. Practical/ /Clinical Aspects			
No.	Practical/ /Clinical topics	No. of Weeks	Contact Hours
1	- Introduction to the Course, - Distribution of Instruments - Mounting of Plastic Teeth - Review and Practice: Class II (MOD) Amalgam Cavity Preparation on lower molars.	1 st	2
2	Demonstration and Practice: Class II (MOD) Amalgam Cavity Preparation on lower and upper molars (MO-OL)	2 nd	4
3	Demonstration and Practice: Class II Amalgam Cavity Preparation on lower and upper premolars	3 rd	2
4	Demonstration and Practice: - liner and base, - Matrix Formation, & Placement - Amalgam Restorations on all Class II cavities	4 th & 5 th	4
5	Demonstration and Practice: Finishing and Polishing of various Amalgam Restorations - Class I, II and Class V	6 th	2
6	Demonstration and Practice: Cavity Preparation and restorations for Composite Resin on upper and lower centrals and laterals,	7 th & 8 th	4

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	Class III Lingual Approach		
7	Demonstration and Practice: Cavity Preparations and restorations Class IV for Composite Resin on upper anterior teeth (Traumatic) using (silicone keys)	9 th	2
8	Demonstration and Practice: Preparation and restorations for Composite Resin on anterior and posterior teeth, Class V Facial Cavities	10 th	2
9	Demonstration and Practice: Preparation and restorations for Composite Resin on posterior teeth, class I & class II	11 th & 12 th	4
10	Demonstration and Practice: Finishing and Polishing of Composite Resin Restorations	13 th	2
11	Final Practical Exam	14 th	2
Total number of weeks and hours		14	28

VI. Teaching strategies of the course:

- Lectures
- Demonstrations
- Practical Sessions
- Self-Learning

VII. Assignments:

No	Assignments	Week Due	Mark	Proportion of Final Assessment
1	Semester work: - practical laboratory work and Requirements	Week 1 to week 13	10	10%
Total			10	10%

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III. Learning Assessment

No.	Assessment Tasks	Week due	Mark	Proportion of Final Assessment
1	Assignments	2 - 13	10	10 %
2	Quiz	2 - 14	10	10 %
3	Midterm Theoretical Exam	8	20	20 %
4	Final Practical Exam	14	20	20 %
5	Final Theoretical Exam	16	40	40 %
Total			100	100%

IX. Learning Resources:

1- Required Textbook(s).

- 1- Theodore M. Roberson, Harald Heymann, Edward J. Swift, 2012, Sturdevant's Art and Science of Operative Dentistry, 6th Edition, Mosby.
- James B. Summitt, J. William Robbins, Richard S. Schwartz, 2006: Fundamentals of
- operative dentistry: a contemporary approach. 3rd edition, Quintessence..

2- Essential References.

- 1- Avijit Banerjee, Timothy F. Watson, 2011: Pickard's Manual of Operative Dentistry: 9th edition, Oxford, England
- 2- Nisha Garg, 2015: Textbook of Operative Dentistry, 3rd Edition, JP Medical Ltd, India

3- Electronic Materials and Web Sites etc.

• Websites:

- 1- Journal of dentistry
<https://www.journals.elsevier.com/journal-of-dentistry>
- 2- Operative Dentistry Journal
<https://jopdent.com/>
- 3- Ebscohost, journal of operative dentistry
<https://www.ebscohost.com/titleLists/ddh-coverage.htm>
- 4- Dental Materials Journal
<https://www.researchgate.net>

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X. Course Policies:

1	Class Attendance: <ul style="list-style-type: none"> - Attendance of students is taken at beginning of lecture time. - After 15 minutes of lecture time the student is considered absent. - When student has been absent for more than 25% of course contents, the student should be prohibited for entrance the final exam.
2	Tardy: <ul style="list-style-type: none"> - If the student came late to class for 15 minutes, he/she is registered absent but he/she allowed to enter the hall to listen lecture presentation.
3	Exam Attendance/Punctuality: <ul style="list-style-type: none"> -According to examination roles or policies: - If the student is absent in the year works exams, the decision is referred to the teacher whether to allow or to reject according to the offered excuse. - If the student is absent in the final exam with an acceptable excuse, the student would be attended the re-sit exam as 1st trial. - If the student is absent in the final exam without an acceptable excuse, the student would be attended re-sit exam as 2nd trial.
4	Assignments & Projects: <ul style="list-style-type: none"> -- According to examination roles or policies: - The student should be attended the final exam at certain time and according to the accredited exam table. - If the student came late after 15 minutes from the exam beginning, the student would be to attend the exam with oral monition of never repeat. - In case of the repeat, the student prevented from entrance and considered absent.
5	Cheating: <p>According to examination roles or policies:</p> <ul style="list-style-type: none"> - If the student cheated in the year works exams of the course, the student prohibited from entrance the final exam and given zero degree with prevented him from entrance the re-sit exam of this course. - If the student cheated in the final exam of the course, the student prohibited from the cheated course and the followed course and given zero degree in both courses, and prevented him from entrance the re-sit exams of them. - If the cheated course is the last at the exam table, the student prohibited from the cheated course and the past course and given zero degree in both courses, and prevented him from entrance the re-sit exams of them. - If the cheating is discovered in subsequent time, the cheated student didn't escape from payment and ordinance is referred to precision committee and the final decision is referred to the collage council. - If the cheating is discovered during the correcting the answered books, the corrector has written a report to the chairman of concerned department for taking available procedure. - The faculty council is able to segregate the student for one academic year in 2nd cheating trial and final segregation from the university after accreditation of university council in 3rd cheating trial.

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6	<p>Plagiarism:</p> <p>-According to examination roles or policies: Plagiarism means a student plagiarizes the personality of another student. Plagiarism for exam purpose:</p> <ol style="list-style-type: none"> 1- Both students are prohibited from the plagiarized academic year and all results of them are rejected with prohibition of them from entrance the re-sit exam. 2- If the plagiarized student is from outside the university, the student is referred to the university police. <p>-Plagiarism for other purposes:</p> <ol style="list-style-type: none"> 1- Both students are warned as segregation. 2- If the plagiarized student is from outside the university, the student is referred to the university police.
7	<p>Other policies:</p> <ul style="list-style-type: none"> -The student should be followed the instructions for the exam entrance. - The student should be followed all systems & laws of the university.

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