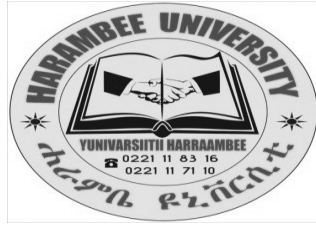


Harambee University



Health Service Management Group Assignment for Weekend 3rd year Nursing Students (Section A and B)

Instruction: - Read this Instruction Carefully.

- ✓ Be In a group of **1-5** and do each question in a group
- ✓ Select the Moderator/presenter.
- ✓ Present your work in a class.
- ✓ The assignment will be scored out of **50%**
- ✓ Prepare your Assignment in a **Soft Copy (word document)**
- ✓ **Prepare your Power Point from a word document for class presentation**
- ✓ Submit both the **Soft Copy of the mother document and Power Point through Email or Telegram One week before presentations**

Slide Preparations (ppt)

- During your ppt preparation follow the APA Guide line 7th Editions
- Read the Content of Slide Preparations
- Maximum Slide allowed will be **25-30pages**
- Use Calibri Font type and Harvard Referencing Style
- Indicate the Source/Reference of your Document at the end of each Slide (For instance, Definition of HMIS ---- Reference)
- The time allowed for 1 presentation will be 15 minutes
- Reading from the Slide is not allowed
- Use the Instructional Media Language (**English**)
- The Day of Presentation will be held as we approach to class end!!

NB:-I will not accept any Reason for Absentism from the Class on the Day of Presentation.

Formatting for a Word Document

First Page

Include the Following Information's

1. Title of your Assignment.
Example-----Health Management Information System (HMIS)
2. Insert the logo of the University
3. Name of the Students
4. The Title of your Assignment should be Capital and Centered with Font size of 16
5. The subtitle should be written with a font size of 14 and the sub of subtitle should be with 13 and the body should be written with 12.

6. Use the font type of times new roman
7. For the Body use **Vancouver** Referencing style

Date, Year

Adama, Ethiopia

Second Page

1. Begin with the Name of your Institutions and
Department
2. Write Full title of your Assignment
3. Use the font type of times new roman

Date, Year
Adama, Ethiopia

Content and Numbering

Section 1: - Roman numbers should be used for pages of these elements

- I. Summary
- II. Acknowledgment
- III. List acronym /abbreviations
- IV. Table of contents
- V. Lists of table
- VI. Lists of figures

Section Two: Arabic numbers should be used for pages of these elements

- 1. Introduction to HMIS
- 2. Define HMIS
- 3. Identify the objectives of HMIS
- 4. Describe the principles and indicators of HMIS
- 5. Basic concepts and why do we collect Data?
 - Types of health data

- Types of HMIS
- Data quality/accuracy
- Common sources of HMIS data
- Components of HMIS
- FACTORS AFFECTING DATA QUALITY
- Principles for HMIS
- STANDARDIZATION AND INTEGRATION
- HMIS indicators

6. Reference

- ✓ Harvard for Slide and Vancouver for Word Documents