



Educational Activity Forms (EAF) – Frequently Asked Questions

1. What is an Educational Activity Form (EAF)?

The Educational Activity Form (EAF) is the tool the Faculty of Medicine uses to collect accurate curricular information for each session of the MD Undergraduate Program. There is an EAF for each session of the program and each form is pre-populated with the curricular content from last academic year. The EAF workflow helps to satisfy two accreditation standards.

2. Where does the data from the EAF go?

The UBC Faculty of Medicine uses Entrada as our Learning Management and Curriculum Management system. All data collected through the EAF will be transferred to Entrada and available for students, staff and faculty to access through the Curriculum Search feature.

3. What is the data used for?

The data collected through the EAF is used to produce reports for Course Leadership, System Leads, Theme Leads and other curriculum stakeholders in the Faculty of Medicine. When new content is being added to the curriculum, we want to know what students have learned up to that point and what they will learn next.

4. Where can we find more information and resources for the EAF?

Reference materials for the EAF (sample abstracts; learning objective writing guide; systems and themes definitions; educational methods definitions, etc) can be found on the [CMU MedNET site](#).

5. Does the EAF allow for a saved draft to be accessed by a colleague prior to submission?

Information in the EAF can be edited and saved multiple times and by multiple instructors using the same hyperlink; the EAF can only be submitted once. If the EAF has been submitted and needs to be edited, please contact the CMU for support.

6. Why is it necessary to collect educational information through the EAF?

The information is used to document the current curriculum, allow for identification of gaps and redundancies, help faculty tailor the instruction to a specific level of learning, support the accreditation process, and to facilitate and support future curriculum renewal efforts. It is important that the submitted EAF accurately represents the session which helps to produce accurate and meaningful curriculum reports.