



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Dr Sarah Church		
Home Institution / Employer of External Examiner:	University of Northampton		
Programme and / or Subjects Covered by this Report:	BSc (Hons) Clinical Practice		
Academic Year / Period Covered by this Report:	2012-2013	Date of Report:	07/11/13

For completion by External Examiner in the spaces provided. Please extend spaces where necessary. **Please note this Form will be published online.**

1. Programme Structure

The overall aims and learning outcomes of the programme are clear for this level of study. The programme is well structured providing the student with a variety of modules and learning and teaching opportunities. The assessment strategy facilitates the production of work to the appropriate standard and the marking criteria provide a clear delineation between grades and the standard of work required.

2. Academic Standards

Academic standards are comparable to those of other institutions offering health care programmes at the same level.

3. The Assessment Process

All assessments are appropriately designed and well aligned with the aims and learning outcomes of the modules. Where assessment strategies consist of two components, these are well structured and complement each other well offering students the opportunity to demonstrate a range of skills and knowledge. Practical assessments are aligned with professional standards of practice.

Module teams are varied and offer a multidisciplinary approach to marking and moderation which seems to work well. The provision of feedback has been exceptional across the modules moderated, demonstrating a clear aim to support the student to progress and to develop the standard of their work. Feedback is especially

well structured focusing on key areas; it is positive and constructive in nature. Grademark is well utilised and enables markers to annotate the students work to provide additional feedback.

4. Year-on-Year Comments

Standards remain high across modules. The module teams continue to monitor and develop modules in line with professional standards. Where amendments to module assessments are considered necessary, these are well justified and discussed with the external examiner.

5. Preparation / Induction Activity (for new External Examiners only)

Not applicable.

6. Noteworthy Practice and Enhancement

Module teams should be commended for the quality of feedback. This is especially well structured focusing on key areas; it is positive and constructive in nature highlighting areas for further development. Detailed feedback is of good quality and is balanced and fair in relation to the areas of achievement and areas for future development where markers offer suitable strategies for students to consider.

7. Appointment Overview (for retiring External Examiners only)

Not applicable.

8. Annual Report Checklist

Please include appropriate comments within Sections 1-7 above for any answer of 'No'.

		Yes (Y)	No (N)	N/A (N/A)
Programme/Course Information				
8.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	✓		
8.2	Were you asked to comment on any changes to the assessment of the Programme?	✓		
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award?	✓		
8.4	Were the nature, spread and level of the questions appropriate?	✓		
8.5	Were suitable arrangements made to consider your comments?	✓		
Marking Examination Scripts				
8.6	Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent?	✓		
8.7	Was the general standard and consistency of marking appropriate?	✓		
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	✓		
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	✓		
8.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	✓		
Coursework and Practical Assessments				
8.11	Was the choice of subjects for coursework and / or practical assessments appropriate?			✓
8.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?			✓
8.13	Was the method and general standard of assessment appropriate?			✓
8.14	Is sufficient feedback provided to students on their assessed work?			✓
Clinical Examinations (if applicable)				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?			✓
Sampling of Work				
8.16	Were you afforded sufficient time to consider samples of assessed work?	✓		

		Yes (Y)	No (N)	N/A (N/A)
Examining Board Meeting				
8.17	Were you able to attend the Examining Board meeting?	✓		
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	✓		
8.19	Cardiff University recognises the productive contribution of External Examiners to the assessment process and, in particular, to the work of the Examining Board. Have you had adequate opportunities to discuss the Programme and any outstanding concerns with the Examining Board or its officers?	✓		
Joint Examining Board Meeting (if applicable)				
8.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			✓
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			✓
8.22	Was the Composite Examining Board conducted according to its rules?			✓

Please return this Report, preferably in a Microsoft Word format, by email to:

ExternalExaminers@cf.ac.uk

Your fee and expenses claim form and receipts, should be sent electronically to the above email address or in hard copy to:

Clive Brown, Registry Officer, Registry & Academic Services, Cardiff University,
McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE