



## EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Prof. Julian Gough		
Home Institution / Employer of External Examiner:	University of Bristol		
Programme and / or Subjects Covered by this Report:	MSc in Bioinformatics / Genetic Epidemiology		
Academic Year / Period Covered by this Report:	2014-15	Date of Report:	17.7.15

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

There is a good programme structure. The significant amount of report-writing assessments in the taught component are an excellent preparation for the final thesis writing. In a one year course this is very positive because there is time to correct any deficiencies in report-writing that can lead to low marks, even when the work done for the project is good.

### 2. Academic Standards

The standards are roughly in line with expectations from my own and other Universities in the UK at masters level. I did observe that last year was noted as an exceptional year, but this year has the potential (depending on the final project marks) to also be an exceptional year with a majority of distinctions. The high intake standards, possibly influenced by the availability of the MRC fellowships, may influence this. The assessments did demonstrate a range of marking both across and within assessments and variability in marking accurately reflected a difference in the balance of students abilities and application.

### 3. The Assessment Process

The assessment process is fit for purpose and I have no specific criticisms or suggestions for improvements this year.

#### **4. Year-on-Year Comments**

As remarked on in last years report, there was a new director of the statistics unit this year, partly to deal with the fact that the unit has quite a few teachers on it. At this years exam board it was observed that the statistics marks had improved over previous years; this was in the past a source of some of the lower marks. The statistics assessment has not substantially changed.

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

N/A.

#### **6. Noteworthy Practice and Enhancement**

As noted in previous years there is a high level of contact between staff and students with a lot of verbal feedback and two-way communication, in particular with the course director.

#### **7. Appointment Overview (for retiring External Examiners only)**

Due to the course only running for one more year after this, although I will have completed the usual term of 3 years, it is likely that I will be invited (and accept) to continue for the final year of the course, as it would not make sense to appoint a new examiner for the final year of an ending course. This is however yet to be decided.

## 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)
<b>Programme/Course Information</b>				
8.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	Y		
8.2	Were you asked to comment on any changes to the assessment of the Programme?	Y		
<b>Draft Examination Question Papers</b>				
8.3	Were you asked to approve all examination papers contributing to the final award?		N	
8.4	Were the nature, spread and level of the questions appropriate?	Y		
8.5	Were suitable arrangements made to consider your comments?	Y		
<b>Marking Examination Scripts</b>				
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?	Y		
8.7	Was the general standard and consistency of marking appropriate?	Y		
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	Y		
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	Y		
8.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	Y		
<b>Coursework and Practical Assessments</b>				
8.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	Y		
8.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	Y		
8.13	Was the method and general standard of assessment appropriate?	Y		
8.14	Is sufficient feedback provided to students on their assessed work?	Y		
<b>Clinical Examinations (if applicable)</b>				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?			N/A
<b>Sampling of Work</b>				
8.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
<b>Examining Board Meeting</b>				

		<b>Yes (Y)</b>	<b>No (N)</b>	<b>N/A (N/A)</b>
8.17	Were you able to attend the Examining Board meeting?	Y		
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	Y		
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?	Y		
<b>Joint Examining Board Meeting (if applicable)</b>				
8.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?		<b>N</b>	
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			<b>N/A</b>
8.22	Was the Composite Examining Board conducted according to its rules?			<b>N/A</b>

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

[ExternalExaminers@cf.ac.uk](mailto: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