



EXTERNAL EXAMINER ANNUAL REPORT FORM

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|---|--|-----------------|----------------------------|
| | For completion by External Examiner: | | |
| Name of External Examiner: | Dr Adrian Hunt | | |
| Home Institution / Employer of External Examiner: | School of Pharmacy and biomedical Sciences, University of Portsmouth | | |
| Programme and / or Subjects Covered by this Report: | MPharm Pharmacy, Clinical Pharmacy | | |
| Academic Year / Period Covered by this Report: | 2012-13 | Date of Report: | 20 th June 2013 |

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

This is a very well designed course. Within the subject area I examine the modules are designed to allow a very good year-on-year development of skills and knowledge. The programme allows the requirements of the GPhC to be met.

2. Academic Standards

The performance of students on the degree is very impressive and in line with equivalent institutions. A very good percentage of students achieve a 1st or 2:1 degree at the end of the programme. The work I scrutinised and the students I met with indicated that these degrees are well deserved.

As with last year the students studying in Taylors are achieving lower average marks than the students at Cardiff. However, the difference is smaller than last year. The students who joined the third year of the Cardiff based course following two years study at Taylors also achieved a lower average mark than the students who have studied all three years at Cardiff. I believe that these differences are due to the relative infancy of the Taylor's programme rather than any issues of standards or delivery.

I was made aware of an issue relating to concerns about the integrity of the marking of one 2nd year module undertaken by students in Taylors (this unit does not fall under my subject area). I have been kept fully informed of the process of

investigation into this concern and consulted fully on proposed actions to address the issue. I am fully satisfied that the actions proposed by the School do not represent any risk to academic standards and do not disadvantage any student.

3. The Assessment Process

Within the clinical area there is an excellent range of assessment types used to allow clear demonstration of the learning outcomes. The assessments are well constructed with very clear marking criteria and schemes. Marking is both fair and consistent and students are clearly supported well in preparing for assessment.

4. Year-on-Year Comments

The performance of students remains in line with that I observed last year. It is particularly pleasing to see high marks being achieved in the final year units that require students to demonstrate their problem solving skills.

There is some concern about the conduct of examinations with respect to lack of clear evidence that the identity of candidates has been checked on entry to the examination. As staff from the School are not (and should not be) involved in the invigilation process it is essential that there is clear evidence provided to the School that the procedures for checking identity are being completed appropriately.

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

Not applicable.

6. Noteworthy Practice and Enhancement

- Very clear alignment of assessments to learning outcomes.
- Good range of assessment types used.
- Clear and detailed information provided to students about module content / assessment requirements.

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? | Y | | |
| 8.2 | Were you asked to comment on any changes to the assessment of the Programme? | Y | | |
| Draft Examination Question Papers | | | | |
| 8.3 | Were you asked to approve all examination papers contributing to the final award? | Y | | |
| 8.4 | Were the nature, spread and level of the questions appropriate? | Y | | |
| 8.5 | Were suitable arrangements made to consider your comments? | Y | | |
| 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? | 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 | | |
| Coursework and Practical Assessments | | | | |
| 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 | | |
| Clinical Examinations (if applicable) | | | | |
| 8.15 | Were satisfactory arrangements made for the conduct of clinical assessments? | Y | | |
| Sampling of Work | | | | |
| 8.16 | Were you afforded sufficient time to consider samples of assessed work? | Y | | |
| Examining Board Meeting | | | | |

| | | Yes (Y) | No (N) | N/A (N/A) |
|--|---|------------|-----------|--------------|
| 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 | | |
| 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? | | | n/a |
| 8.21 | If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees? | | | n/a |
| 8.22 | Was the Composite Examining Board conducted according to its rules? | | | n/a |

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