



EXTERNAL EXAMINER ANNUAL REPORT FORM

Guidance notes are available to support the completion of this Report and are available at <http://learning.cf.ac.uk/quality/review/external-examiners/reports/>.

	For completion by External Examiner:		
Name of External Examiner:	Prof Steve Winder		
Home Institution / Employer of External Examiner:	University of Sheffield		
Programme and / or Subjects Covered by this Report	MSc Tissue Engineering		
Academic Year / Period Covered by this Report:	2015/16	Date of Report:	23 rd May 2016

For completion by External Examiner in the spaces provided. Please extend spaces where necessary. **Please note this Form will be published online and should not make any reference to any individual students or members of staff.**

1. Programme Structure

The MSc in Tissue Engineering programme continues to provide a comprehensive and up to date training programme covering the area of tissue engineering and associated fields of research. Aims and learning outcomes of the programme are entirely appropriate.

2. Academic Standards

The academic standards of the MSc in Tissue Engineering in Cardiff are in keeping with national academic standards and other comparable programmes with which I have detailed knowledge/insight.

3. The Assessment Process

The MSc in Tissue Engineering continues to use a well balanced variety of assessment methods including open book essays, oral presentations and unseen exam papers. These are appropriate and relevant to the subject areas under examination and employ standard marking schemes and classifications.

Specific comments relating to individual modules:

BIT001, overall good clear marking and annotation of scripts and/or separate markers comments.

DET002, Well annotated scripts with overview summaries of how marks were apportioned. Also clear well annotated marking proformas for oral presentations.

The changes to the structure and overall difficulty of the DET031 research methods paper seems to have had the desired effect, with a greater spread of marks across the cohort, 61-91% compared to 75-93% in the previous year. Clear marking of exam scripts. The use of Turnitin Grademark for the in course assessment is also to be applauded. Good annotation and feedback provided to markers, examiner and students.

Whilst 1st and second marks were available for DET033, there was only one set of annotations on the scripts, and even then they weren't all that clear. The Department should ensure better annotation and evidence of second marking for this module in future years.

4. Year-on-Year Comments

I remain sceptical about the voracity and independence of the scrutineering and agreed marking system used to verify exam script grades. Because in many cases the scrutineer has sight of the original marks awarded, they rarely differ from each other by more than one or two percent, this is unlikely to be the case in blind second marking which would be more rigorous and fairer to the student.

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

N/A.

6. Noteworthy Practice and Enhancement

All items of course work and examination scripts were again made available, but some scripts from DET033 were not fully annotated due to difficulties with the module coordinator being out of the country. Changes to DET031 exam format appear to have had the desired effect in making the exam more discriminating, and also the use of Turnitin Grademark for marking and feedback of in course assessments is a positive step.

7. Comments on the Examination of Master's Dissertations (External Examiners for postgraduate Master's Programmes only, see also 9.23-9.29 below)

N/A.

8. Appointment Overview (for retiring External Examiners only)

9. Annual Report Checklist

Please include appropriate comments within Sections 1-8 above for any answer of 'No'.

		Yes (Y)	No (N)	N/A (N/A)
Programme/Course Information				
9.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	x		
9.2	Were you asked to comment on any changes to the assessment of the Programme?		x	
Draft Examination Question Papers				
9.3	Were you asked to approve all examination papers contributing to the final award?	x		
9.4	Were the nature, spread and level of the questions appropriate?	x		
9.5	Were suitable arrangements made to consider your comments?	x		
Marking Examination Scripts				
9.6	Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent?	x		
9.7	Was the general standard and consistency of marking appropriate?	x		
9.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?		x	
9.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	x		
9.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	x		
Coursework and Practical Assessments				
9.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	x		
9.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	x		
9.13	Was the method and general standard of assessment appropriate?	x		
9.14	Is sufficient feedback provided to students on their assessed work?	x		
Clinical Examinations (if applicable)				
9.15	Were satisfactory arrangements made for the conduct of clinical assessments?			x
Sampling of Work				
9.16	Were you afforded sufficient time to consider samples of assessed work?	x		
Examining Board Meeting				
9.17	Were you able to attend the Examining Board meeting?	x		
9.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	x		

		Yes (Y)	No (N)	N/A (N/A)
9.19	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?	x		
Joint Examining Board Meeting (if applicable)				
9.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			x
9.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			x
9.22	Was the Composite Examining Board conducted according to its rules?			x
Examination of Master's Dissertations (if applicable)				
9.23	Did you receive a sufficient number of Dissertations to be able to assess whether the internal marking and classifications were appropriate and consistent?			
9.24	Was the sample in accordance with the University's sampling guidelines (guidelines provided below)?			
9.25	Were you satisfied with the standard and consistency of marking applied by the Internal Examiners?			
9.26	Were you able to attend the Master's Degree (Dissertation) Stage Examining Board?			
9.27	If so, was the Examining Board conducted properly and in accordance with established procedures?			
9.28	Were the schemes for marking and classification correctly applied?			
9.29	Were the standards of the awards recommended appropriate?			

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:

External Examiners, Registry, Cardiff University, McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE

SAMPLING OF TAUGHT MASTER'S DISSERTATIONS BY EXTERNAL EXAMINERS

External Examiners shall be expected to see prescribed numbers and ranges of Dissertations, but not to mark them, on the following basis:

At least 10% of Dissertations for a postgraduate taught Master's Programme, or a minimum of 10 (whichever is the higher figure) must be seen by the External Examiner(s). Where the total number is less than 10, all Dissertations must be seen by the External Examiner(s) #.

Dissertations seen by External Examiners should include examples from across the whole range of achievement (i.e. Pass with Distinction, Pass, Fail).

External Examiners will retain the right to see other Dissertations at random.

Where more than one External Examiner is appointed on a Programme, at least 10% of Dissertations, or a minimum of 10 (whichever is the higher figure), should be seen collectively by the External Examiners.