



Academic & Student Support Services
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Sent by email to c.ramosvillar@sheffield.ac.uk

20 July 2016

Dear Dr Ramos Villar,

Re: Institutional Response: External Examiner Report 2015 – 2016

I am writing further to the receipt of your External Examiner's Report for the BA in Portuguese (all joint honours programmes).

In accordance with our standard practice, a copy of the Report is being forwarded to the School concerned, who will use its contents to help inform its Annual Review and Enhancement process. The University is pleased to note your positive comments, including:

- 1. your positive indications regarding the programme structure, academic standards and assessment process;**
- 2. your support for the introduction of the Programme at a time when some universities are curtailing their language provision;**
- 3. your particular commendation of teaching, of marking and the use of a “very descriptive marking scheme, of innovative course content and assessment methods and of course packs supporting culture/literature modules;**
- 4. your indication that “it is impressive to see how the assessment aligns closely with the learning objectives”;**
- 5. your further commendation of the feedback sheet for spoken language courses.**

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Your Report does not appear to raise any specific issues that require a more detailed response. Accordingly, the School has not been asked to respond formally to the Report.

I hope that you will find this response satisfactory and we thank you for your continued support of the programme.

In order to meet the expectations of the QAA Quality Code, both the External Examiner Annual Report and this Institutional Response will be published on the University website and will be available publically.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

We are most grateful for your comments and for your support in this matter.

Yours sincerely,



Mr Simon Wright
Academic Registrar