

Guidance notes are available to support the completion of this Report via the Cardiff University Intranet [here](#) and from ExternalExaminers@cardiff.ac.uk.

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	For completion by External Examiner:		
Name of External Examiner:	Bob Philpott		
Home Institution / Employer of External Examiner:	University of Edinburgh		
Programme and / or Modules Covered by this Report	MClinDent in Endodontics		
Academic Year / Period Covered by this Report:	2017-18	Date of Report:	6/2/19

Please complete all information in the spaces provided and submit within **six weeks** of the Examining Board.

Please note this form will be published online and should not make any reference to any individual students or members of staff in accordance with the General Data Protection Regulation (2018).

Please extend spaces where necessary.

1. Programme Structure (curriculum design, programme structure and level, methods of teaching and learning)

The level of preparation and attention to detail of all of those involved in the running of this programme was notable and I compliment them for that.

The programme structure was clear and well documented and the assessments were linked appropriately to the ILO's of each course.

I have no concerns in terms of programme structure or curriculum design.

2. Academic Standards (comparability with other UK HEIs, achievement of students, any PSRB requirements)

From the achievements of the students, I am satisfied with the standard of the programme and I feel that the programme compares favourably with similar programmes in this sector.

3. The Assessment Process (enabling achievement of aims and learning outcomes; stretch of assessment; comparability of standards between modules of the same level)

The examination was extremely well organised, with all of the required documentation provided to the external examiner in advance in order to quality assure it. This included detail on programme structure, assessment procedures, marking templates and standards. The teaching and assessment procedures are well aligned with the

Intended Learning Outcomes (ILO's) of the programme. I was also given the opportunity to review the students' written examination scripts.

The questioning by the examiners was both organised and fair and tested the students at an appropriate level, with multiple domains assessed. The marking matrix was provided for each section of the examination and was clear and transparent.

For the unseen cases, students were given adequate preparation time and this is aligned with the specialty exit examination structure at the Royal College of Surgeons of Edinburgh (RCSEd). For the students' prepared cases, one suggestion may be to arrange eventually for submission and assessment of the cases in advance of the viva voce examination. This would reduce the assessment time by twenty minutes and would focus on students' defence of the cases. This would again mirror the RCSEd structure and may be worth considering for future years. This was informally discussed after the examination and would merit consideration in the future.

- 4. Examination of Master's Dissertations** (sample of dissertations received, appropriateness of marking schemes, standard of internal marking, classification of awards)

Again, samples of students' work were made available for scrutiny. The marking schemes were clear and the award of marks was appropriately robust. There also appeared to be adequate intra-observer consistency in the marking of this section.

5. Year-on-Year Comments

[Previous External Examiner Reports are available from the Cardiff University Website [here](#).]

This was my first year as an external examiner for this programme.

- 6. Preparation for the role of External Examiner (for new External Examiners only)** (appropriateness of briefing provided by the programme team and supporting information, visits to School, ability to meet with students, arrangements for accessing work to review)

All of the relevant information was provided long in advance of the May examination dates. I did not have the opportunity to meet with students directly but quality assured the examination process over two days and did get the opportunity to see the students be examined in multiple areas.

- 7. Noteworthy Practice and Enhancement** (good and innovative practice in learning, teaching and assessment; opportunities for enhancement of learning opportunities)

As aforementioned, submission of the unseen clinical cases in advance of the examination may be worth exploring, to allow for more time to directly question the candidates.

In terms of alignment with the RCSEd, these cases may soon be removed from the examination and therefore, this may not be relevant going forward.

- 8. Appointment Overview (for retiring External Examiners only)** (significant changes in standards, programme/discipline developments, implementation of recommendations, further areas of work)

9. 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				
9.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	Y		
9.2	Were you asked to comment on any changes to the assessment of the Programme?	Y		
Commenting on draft examination question papers				
9.3	Were you asked to approve all examination papers contributing to the final award?	Y		
9.4	Were the nature, spread and level of the questions appropriate?	Y		
9.5	Were suitable arrangements made to consider your comments?	Y		
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?	Y		
9.7	Was the general standard and consistency of marking appropriate?	Y		
9.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	Y		
9.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	Y		
9.10	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				
9.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	Y		
9.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	Y		
9.13	Was the method and general standard of assessment appropriate?	Y		
9.14	Is sufficient feedback provided to students on their assessed work?	Y		
Clinical examinations (if applicable)				
9.15	Were satisfactory arrangements made for the conduct of clinical assessments?			N/A
Sampling of work				
9.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
Examining board meeting				
9.17	Were you able to attend the Examining Board meeting?		N	

9.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?			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?	Y		
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?		N	
9.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			N/A
9.22	Was the Composite Examining Board conducted according to its rules?			N/A

Please return this Report, **in a Microsoft Word format**, by email to:
externalexaminers@cardiff.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