



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Professor Bryony Dean Franklin		
Home Institution / Employer of External Examiner:	UCL School of Pharmacy / Imperial College Healthcare NHS Trust		
Programme and / or Subjects Covered by this Report:	MSc in Clinical Pharmacy		
Academic Year / Period Covered by this Report:	2014/15	Date of Report:	25 June 2015

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

The structure and content are appropriate in relation to the aims, learning outcomes and programme specification. The programme is also very relevant in relation to professional practice.

2. Academic Standards

The academic content and standards are comparable to other pharmacy postgraduate diploma / MSc programmes of which I have experience.

3. The Assessment Process

The assessment methods are broad ranging, including practical OSCEs, a wide range of coursework assignments, and class tests sat under exam conditions. The range and balance of these is appropriate. The assessment processes appear rigorous and transparent and to be conducted in line with the university's policies and regulations. For all questions in the class test, the clear accompanying marking schemes meant that the reasons for each mark could be followed, and the standard and consistency of marking was very high. Some questions in the class test were also very clearly annotated by the markers concerned, showing how the total score was obtained, which made it particularly straightforward to understand the marking process. Consideration could be given to encouraging annotation of scripts for all

questions. The assessments are appropriately challenging and reflect real life professional practice.

4. Year-on-Year Comments

This is my first year as external examiner. The processes and procedures appear comparable to previously years. There were no specific recommendations in last year's report which needed to be auctioned.

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

The MSc course director and administrative team are to be commended for providing me with an excellent introduction and overview of the course, and providing all documentation needed. The handbooks provided by the University were also very helpful and provided in good time before my first examination board meeting,.

6. Noteworthy Practice and Enhancement

- The course seemed particularly well integrated with practice in genuine partnership with hospitals and health boards. It is also well integrated with professional continuing professional development requirements and reflective practice.
- I had the pleasure of meeting four students who spoke very positively about the course, both in content and in its organisation. They found the course challenging but appropriately so, and felt very much able to put their learning into practice.
- Formative feedback from assignments seemed to be exemplary both in timeliness and in appropriate detail.

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?	X		
8.2	Were you asked to comment on any changes to the assessment of the Programme?			X
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award?	X		
8.4	Were the nature, spread and level of the questions appropriate?	X		
8.5	Were suitable arrangements made to consider your comments?	X		
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?	X		
8.7	Was the general standard and consistency of marking appropriate?	X		
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	X		
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	X		
8.10	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				
8.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	X		
8.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	X		
8.13	Was the method and general standard of assessment appropriate?	X		
8.14	Is sufficient feedback provided to students on their assessed work?	X		
Clinical Examinations (if applicable)				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?	X		
Sampling of Work				
8.16	Were you afforded sufficient time to consider samples of assessed work?	X		
Examining Board Meeting				

		Yes (Y)	No (N)	N/A (N/A)
8.17	Were you able to attend the Examining Board meeting?	X		
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	X		
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?	X		
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?			X
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			X
8.22	Was the Composite Examining Board conducted according to its rules?			X

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