



## 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:      | 2014-15  | Date of Report: | 19 <sup>th</sup> 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 programme is very well structured, allowing appropriate year-on-year development of knowledge and skills. The order of coverage of topics is both logical and allows students to build on strong foundations year on year.

### 2. Academic Standards

I had the opportunity to review assessments before they were undertaken and also extensive samples of student work. I am satisfied that the academic standards are very high and that the marks and degrees awarded to students are appropriate in all cases. The academic standards and levels of achievement continue to be in line with other institutions with a high proportion of students achieving 1<sup>st</sup> / 2:1 degrees

### 3. The Assessment Process

A very good range of assessment techniques are employed which all complement each other to allow a thorough and robust examination of students' strengths and weaknesses. The assessments are appropriate to the level of study, they are challenging and fair. Marking is clear, fair and consistent.

The students have, as always, performed very well and many of the papers I looked at were excellent. Students demonstrated high levels of knowledge and, very importantly, in the later stages of the course clear application of the knowledge.

I would particularly like to commend the course team on the development of OSCE type assessments. I recognise that these are complex and time consuming to design and have the potential to cause high levels of anxiety in students. Clearly a lot of work has gone into preparing both the assessments and the students to have the confidence to undertake them. Student performance was very good and I feel this helps give the course team confidence to increase the usage of this type of assessment as has been planned.

#### **4. Year-on-Year Comments**

I continue to be very impressed with everything I have seen. The course has continued to evolve and I was very pleased to hear that the degree has been re-accredited by the GPhC for a further six years. The innovations planned for the next four years look very exciting and I believe an already good course will be even better.

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

Not applicable.

#### **6. Noteworthy Practice and Enhancement**

I continue to be particularly impressed with:

- Good range of assessment types.
- Excellent student support.
- Increasing development of OSCE style assessments,

#### **7. Appointment Overview (for retiring External Examiners only)**

Over the last four years I have been consistently impressed with the care the staff of the School extend to their students to ensure that they achieve their potential. I have also been impressed with the developments I have seen introduced over the years and believe you have a very strong base from which to go forward with your newly accredited programme. I have always been very well looked after by the School and made very welcome. Comments and suggestions I have made have always been welcomed and actioned where appropriate. It has been a pleasure to work with a team of such enthusiastic and dedicated staff.

## 8. Annual Report Checklist

Please include appropriate comments within Sections 1-7 above for any answer of 'No'.

|  |   | Yes<br>(Y) | No<br>(N) | N/A<br>(N/A) |
|--|---|------------|-----------|--------------|
| <b>Programme/Course Information</b>          |   | Y          |           |              |
| 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          |           |              |
| <b>Draft Examination Question Papers</b>     |   |            |           |              |
| 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          |           |              |
| <b>Marking Examination Scripts</b>           |   |            |           |              |
| 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          |           |              |
| <b>Coursework and Practical Assessments</b>  |   |            |           |              |
| 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          |           |              |
| <b>Clinical Examinations (if applicable)</b> |   |            |           |              |
| 8.15   | Were satisfactory arrangements made for the conduct of clinical assessments?  | Y          |           |              |
| <b>Sampling of Work</b>                      |   |            |           |              |
| 8.16   | Were you afforded sufficient time to consider samples of assessed work?   | Y          |           |              |
| <b>Examining Board Meeting</b>               |   |            |           |              |

|  |   | Yes<br>(Y) | No<br>(N) | N/A<br>(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          |           |              |
| <b>Joint Examining Board Meeting (if applicable)</b> |   |            |           |              |
| 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](mailto: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