



EXTERNAL EXAMINER ANNUAL REPORT FORM

The completion of this Report is supported by *Annual Report Form – Guidance to External Examiners*. The Guidance and this Form are available at: <http://www.cardiff.ac.uk/regis/ifs/exex/rep/index.html>. Fee information and claim forms are available at: <http://www.cardiff.ac.uk/regis/ifs/exex/fees/index.html>.

	For completion by External Examiner:		
Name of External Examiner:	Dr Nasar Meer		
Home Institution / Employer of External Examiner:	Strathclyde University		
Programme and / or Subjects Covered by this Report:	MA Islam in Contemporary Britain		
Academic Year / Period Covered by this Report:	2014-2015	Date of Report:	30 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 program offers a wider-ranging syllabus that is unparalleled in its breadth and scope, spanning as it does the humanities and the social sciences, and certainly meets the standards required for the configuration of Master's Degree program. I continue to be impressed by the content and delivery, and think other universities would be very keen to replicate this program should they have the materials and staffing to do so.

2. Academic Standards

I am satisfied with the examples and the accompanying curriculum materials that I have been sent. Specifically, the standards set for the awards are appropriate for qualifications at this level across the modules. The marking was in the main internally consistent and clearly justified across the board.

3. The Assessment Process

The feedback on candidate scripts ranged from good to excellent - both formative and summative responses were offered. There was consistent and explicit reference

to the marking criteria across most of the feed-back provided, so as to clearly justify grading, and also a good use of the full marking range.

4. Year-on-Year Comments

Good consistency with respect to teaching and assessment with respect to previous years.

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

n/a

6. Noteworthy Practice and Enhancement

There are some really excellent dissertation submissions, and the sample indicates that they would compare favourably with dissertations I have examined elsewhere (including Bristol, Southampton, Royal Holloway, and Northumbria Universities respectively). One stand out feature of the dissertations I read (and from the titles I consulted of the other dissertations) was the tendency to focus on the media. To further equip students with a broad base of analytical skills in media analysis, there may be scope for a dissertation primer introducing students to different techniques in the social scientific study of press, broadcast, electronic and perhaps also social media.

7. Appointment Overview (for retiring External Examiners only)

n/a

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