



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Dr Alastair Cardno		
Home Institution / Employer of External Examiner:	University of Leeds		
Programme and / or Subjects Covered by this Report:	Intercalated BSc in Psychology and Medicine		
Academic Year / Period Covered by this Report:	2015	Date of Report:	9.06.15.

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

There is very good alignment between the aims, learning outcomes and programme specification. There is very appropriate depth and breadth of content, providing a very interesting and topical programme in psychology and medicine.

2. Academic Standards

The academic standards set by the programme and the students' level of achievement are both high.

3. The Assessment Process

The assessment process is rigorous and consistent with the learning outcomes. The MCQs test a good range of relevant knowledge. The essays provide useful model answers and other marking guidance plus structured and free text feedback. There was good consistency between markers for the projects. One discrepant mark went for further moderation, with an appropriate final mark. There is valuable feedback on each section of the project.

4. Year-on-Year Comments

Not applicable.

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

I had ready access to all relevant documents and was also able to discuss the programme with staff members, which provided further helpful clarification.

6. Noteworthy Practice and Enhancement

It is a particular strength that the programme in general, and the projects in particular, are linked to ongoing world-leading research within the Institute, optimising their quality and relevance.

7. Appointment Overview (for retiring External Examiners only)

My appointment has been for a brief period during 2015, but I have been impressed by the quality of the programme and the supportiveness of the staff throughout.

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?	y		
8.2	Were you asked to comment on any changes to the assessment of the Programme?			n/a
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award? I saw the papers set by the Institute of Psychological Medicine. There were further papers examined within the School of Psychology. I only saw the marks for these, which was quite appropriate.		n	
8.4	Were the nature, spread and level of the questions appropriate?	y		
8.5	Were suitable arrangements made to consider your comments?	y		
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?	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		
Coursework and Practical Assessments				
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		
Clinical Examinations (if applicable)				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?			n/a
Sampling of Work				

		Yes (Y)	No (N)	N/A (N/A)
8.16	Were you afforded sufficient time to consider samples of assessed work?	y		
Examining Board Meeting To be completed after attending the meeting.				
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		
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?			
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			
8.22	Was the Composite Examining Board conducted according to its rules?			

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