



## EXTERNAL EXAMINER ANNUAL REPORT FORM

Guidance notes are available to support the completion of this Report and are available at <http://learning.cf.ac.uk/quality/review/external-examiners/reports/>

	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:	2015/16	Date of Report:	27 May 2016

For completion by External Examiner in the spaces provided. Please extend spaces where necessary. **Please note this Form will be published online and should not make any reference to any individual students or members of staff.**

### 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

Assessment of MSc theses seems appropriate and in line with expected standards.

### 4. Year-on-Year Comments

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

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

Not relevant.

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

The approach to planning, conducting and presenting Masters Dissertations is well structured and students therefore have numerous opportunities to discuss and obtain feedback on their research.

## **7. Comments on the Examination of Master's Dissertations (External Examiners for postgraduate Master's Programmes only, see also 9.23-9.29)**

Marking seems consistent and appropriate with a clear marking scheme.

The standard of students' written and oral dissertation presentations was very high. Students demonstrated considerable knowledge and enthusiasm for their research in both presentations and in one to one discussion.

Consideration could be given to including the search strategy used for the preceding literature review, either in the dissertation itself or as an appendix, in order to illustrate the approach taken to identifying the relevant research literature.

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

Not applicable.

## 9. Annual Report Checklist

Please include appropriate comments within Sections 1-8 above for any answer of 'No'.

		Yes (Y)	No (N)	N/A (N/A)
<b>Programme/Course Information</b>				
9.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	X		
9.2	Were you asked to comment on any changes to the assessment of the Programme?			X
<b>Draft Examination Question Papers</b>				
9.3	Were you asked to approve all examination papers contributing to the final award?			X
9.4	Were the nature, spread and level of the questions appropriate?			X
9.5	Were suitable arrangements made to consider your comments?			X
<b>Marking Examination Scripts</b>				
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?			X
9.7	Was the general standard and consistency of marking appropriate?			X
9.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?			X
9.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?			X
9.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?			X
<b>Coursework and Practical Assessments</b>				
9.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	X		
9.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	X		
9.13	Was the method and general standard of assessment appropriate?	X		
9.14	Is sufficient feedback provided to students on their assessed work?	X		
<b>Clinical Examinations (if applicable)</b>				
9.15	Were satisfactory arrangements made for the conduct of clinical assessments?			X
<b>Sampling of Work</b>				
9.16	Were you afforded sufficient time to consider samples of assessed work?	X		
<b>Examining Board Meeting</b>				

		Yes (Y)	No (N)	N/A (N/A)
9.17	Were you able to attend the Examining Board meeting?	X		
9.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	X		
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?	X		
<b>Joint Examining Board Meeting (if applicable)</b>				
9.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			X
9.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			X
9.22	Was the Composite Examining Board conducted according to its rules?			X
<b>Examination of Master's Dissertations (if applicable)</b>				
9.23	Did you receive a sufficient number of Dissertations to be able to assess whether the internal marking and classifications were appropriate and consistent?	X		
9.24	Was the sample in accordance with the University's sampling guidelines (guidelines provided below)?	X		
9.25	Were you satisfied with the standard and consistency of marking applied by the Internal Examiners?	X		
9.26	Were you able to attend the Master's Degree (Dissertation) Stage Examining Board?	X		
9.27	If so, was the Examining Board conducted properly and in accordance with established procedures?	X		
9.28	Were the schemes for marking and classification correctly applied?	X		
9.29	Were the standards of the awards recommended appropriate?	X		

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:

External Examiners, Registry, Cardiff University, McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE