



Academic & Student Support Services
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Sent by email to fiona.brookman@southwales.ac.uk

30 March 2017

Dear Professor Brookman,

Re: Institutional Response: External Examiner Annual Report 2015–2016

I am writing further to the receipt of your External Examiner's Report for the MSc/PgDip in Social Science Research Methods and MSc Crime, Safety and Justice.

Your Report has been considered by the School in accordance with our approved procedures. I am, therefore, now in a position to respond on behalf of the Vice-Chancellor to the main points you had raised.

Issue Highlighted

Challenges in the presentation of materials for your review via 'Learning Central'.

The following response has been provided on behalf of the School:

The School is reviewing the process of providing external examiners with course materials. It is likely that in future years all supporting documents will be sent in the post, meaning only assignments will need to be accessed online.

The University is pleased to note your positive comments including:

1. your positive indications regarding the programme structure, academic standards and assessment process;

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2. good blend of diverse forms of assessment;
3. generally very thorough and helpful feedback provided to students;
4. consistent evidence of second marking.

I hope that you will find this response satisfactory and we thank you for your continued support of the programme.

In order to meet the expectations of the QAA Quality Code, both the External Examiner Annual Report and this Institutional Response will be published on the University website and will be available to all students and staff.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

We are most grateful for your comments and for your support in this matter.

Yours sincerely,



Mr Simon Wright
Academic Registrar