



EXTERNAL EXAMINER ANNUAL REPORT FORM

Guidance notes are available to support the completion of this Report via the Cardiff University Intranet [here](#) and from ExternalExaminers@cardiff.ac.uk.

	For completion by External Examiner:		
Name of External Examiner:	Professor David Ricketts		
Home Institution / Employer of External Examiner:	University of Dundee		
Programme and / or Modules Covered by this Report	Master of Clinical Dentistry (Pros) <i>Masters in Clinical Dentistry (MClinDent) - Prosthodontics</i>		
Academic Year / Period Covered by this Report:	1-3	Date of Report:	23 rd May 2017

Please complete all information in the spaces provided and submit within **six weeks** of the Examining Board (the **taught stage** Examining Board in the case of **postgraduate Master's programmes**).

Please note this form will be published online and should not make any reference to any individual students or members of staff in accordance with the Data Protection Act (1998).

Please extend spaces where necessary.

1. Programme Structure (curriculum design, programme structure and level, methods of teaching and learning)

The Master of Clinical Dentistry is a conjoint programme with Royal College of Surgeons MRD (Pros). As viewed through the exam structure and subjects in years one through to three, the program is entirely appropriate to meet the needs of both the University Masters level and RCS specialty.

2. Academic Standards (comparability with other UK HEIs, achievement of students, any PSRB requirements)

The academic standards met by the students were generally good throughout the three year program with only one failing student (in the MRD component general viva) in year 3. The standards achieved were comparable to that of other institutes where I have examined.

3. The Assessment Process (enabling achievement of aims and learning outcomes; stretch of assessment; comparability of standards between modules of the same level)

The methods of assessment were varied, ranging from written papers, project work, unseen cases, a general viva voce and case presentations. The various assessments and examinations were a robust process in evaluating the knowledge and competency of the candidates. In particular the quality and complexity of the case presentations in year 2 and 3 remains high and the work carried out impressive. The candidates in year 2 and 3 were again generally well prepared for the case presentations and defence of patient management. The general viva (year 3) also gave the examiners opportunity to examine a greater breadth of knowledge in Prosthodontics and the broader remit/inter-relationship within Restorative dentistry.

4. Year-on-Year Comments

[Previous External Examiner Reports are available from the Cardiff University Website [here](#).]

This is an established program and no major issues were identified in the previous year or this year.

5. Preparation for the role of External Examiner (for new External Examiners only) (appropriateness of briefing provided, visits to School, programme handbooks and supporting information)

Not applicable – forth year

6. Noteworthy Practice and Enhancement (good and innovative practice in learning, teaching and assessment; opportunities for enhancement of learning opportunities)

This is a well-established course and exam that works well as is. Viewing of all questions, scripts, marks etc on *Lotus Quickr* make following and monitoring the exam process relatively easy. Exam scripts and model answers were provided in plenty of time to make comment and any minor alterations were carried out. I was also able to examine resit scripts in this discipline (Prosthodontics) as well as other subject areas (Endodontology and Periodontology, and year one joint exam) and make comment.

7. Appointment Overview (for retiring External Examiners only) (significant changes in standards, programme/discipline developments, implementation of recommendations, further areas of work)

Throughout the four years as External Examiner, the quality of the candidates remains consistently high as is the complexity of clinical cases treated. Use of the same “Unseen Case” for all year 3 candidates was recommended last year and was implemented this year and worked well, enabling all the candidates to have the same structured oral examination. This ensured fairness and a comparison of candidates’ performance. This course and examination continues to go from strength to strength and I wish it and those involved continued success in the future.

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?	√		
8.2	Were you asked to comment on any changes to the assessment of the Programme?			√
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award?	√		
8.4	Were the nature, spread and level of the questions appropriate?	√		
8.5	Were suitable arrangements made to consider your comments?	√		
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?	√		
8.7	Was the general standard and consistency of marking appropriate?	√		
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	√		
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	√		
8.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	√		
Coursework and Practical Assessments				
8.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	√		
8.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	√		
8.13	Was the method and general standard of assessment appropriate?	√		
8.14	Is sufficient feedback provided to students on their assessed work?			√
Clinical Examinations (if applicable)				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?	√		
Sampling of Work				
8.16	Were you afforded sufficient time to consider samples of assessed work?	√		
Examining Board Meeting				

8.17	Were you able to attend the Examining Board meeting?		√	
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?			√
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?			√
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?			
Examination of Master's Dissertations (if applicable)				
8.23	Did you receive a sufficient number of Dissertations to be able to assess whether the internal marking and classifications were appropriate and consistent?			√
8.24	Was the sample in accordance with the University's sampling guidelines (guidelines provided below)?			
8.25	Were you satisfied with the standard and consistency of marking applied by the Internal Examiners?			
8.26	Were you able to attend the Master's Degree (Dissertation) Stage Examining Board?		√	
8.27	If so, was the Examining Board conducted properly and in accordance with established procedures?			
8.28	Were the schemes for marking and classification correctly applied?			
8.29	Were the standards of the awards recommended appropriate?			
8.30	<p>Comments on the Examination of Master's Dissertations. <i>Please provide any comments you may wish to make on the issues raised above.</i></p> <p>I was able to view the dissertations which were of appropriate subject matter but was not involved in the viva / defence of the dissertation.</p>			

Please return this Report, **in a Microsoft Word format**, by email to:

externalexaminers@cardiff.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