



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:	Dr Charlie Laughton		
Home Institution / Employer of External Examiner:	University of Nottingham		
Programme and / or Modules Covered by this Report	MPharm (Medicinal Chemistry)		
Academic Year / Period Covered by this Report:	2016-17	Date of Report:	22/6/17

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)

Curriculum design and programme structure respond to, as they must, the learning outcomes required by the GPhC as accreditor of the course. Within these constraints the Cardiff team have developed an innovative course that balances clinical and 'pure' science elements fairly and teaches them in a varied and engaging manner.

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

On the basis of the extensive sample of student work and assessment that I examined, I conclude that academic standards at Cardiff are high, student achievement is generally good and is graded comparably to equivalent performance at my own institution.

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

Assessments are well-tailored to the stated learning outcomes. The assessment process is rigorous and contains clear checks and balances to ensure standards are applied consistently. Marking schemes are designed to appropriately promote a wide dynamic range in the scoring of achievement.

4. Year-on-Year Comments

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

Last year I commented that it was good to see elements of peer assessment in certain modules, but somewhat disappointing that the students did not seem to engage with this in a very meaningful way – most peer marks are 100% or thereabouts and most comments anodyne. Unfortunately things do not seem to have improved much, so I would suggest a more radical review of these components.

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)

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

I was particularly impressed this year by the quality of the PH3202 (Research Methodology) module. The aims and objectives of the module explicitly address important issues that – though they may be implicit in much other teaching – can easily be skated over. The quality and quantity of material that gives guidance to the students as to the performance expected of them is impressive, as is the quality and quantity of feedback they have got on their assessments. I understand that the plan is to develop a stronger linkage between this module and the project module in the following semester; if so this is an excellent idea as it will encourage the students to reflect and act on this extensive and detailed feedback.

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

Over the four years of my appointment I have continuous development in the course in terms of content, mode of delivery, and mode of assessment, keeping it highly competitive, and in areas leading, with respect to other MPharm degree courses at other institutions that I have some knowledge of. However, the area in which I have perhaps seen the most significant development is in quality assurance mechanisms.

Hopefully at least in part due to suggestions I have been able to make in previous years, I'm pleased to have seen major developments in the consistency and quality of exam and coursework marking schemes, consistency in annotation of scripts, and detail and coherence in feedback.

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?	Y		
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?			
Sampling of Work				

8.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
Examining Board 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?			
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	Comments on the Examination of Master's Dissertations. <i>Please provide any comments you may wish to make on the issues raised above.</i>			

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