



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Professor Samir Dani		
Home Institution / Employer of External Examiner:	Business School, University of Huddersfield		
Programme and / or Subjects Covered by this Report:	<p>LOM There are 6 undergraduate logistics and Operations management modules as follows:</p> <p>Year 2: Logistics and Distribution Management Operations Management Purchasing and Supply Chain Management</p> <p>Final year: Advanced Operations Management International Business Logistics Strategic Supply Chain Management</p> <p><i>BSc in Business Management, all routes (Logistics & Operations Management)</i></p>		
Academic Year / Period Covered by this Report:	2014-2015	Date of Report:	16/09/2015

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

This report is with respect to the 6 modules within the LOM UG degree. There are 3 modules in the second year and 3 in the third year. The module content and learning outcomes for these modules are appropriate for studying logistics and operations management. The topics covered within these modules are relevant both academically and as per industry requirements. The assessments that are set for these modules are robust, enhance learning and are relevant for achieving learning outcomes.

2. Academic Standards

The academic standards set for the 6 modules are in accordance with the relevant higher education standards. Comparing the standards of the 6 modules with those at other universities I can say that the academic standards are set high and are appropriate. This can be ascertained from the level of assessments, marking criteria and feedback provided to the students. It is also evident that students who are making the appropriate effort are doing well in the modules.

3. The Assessment Process (including dissertations, if appropriate)

The assessments for the 6 modules are appropriate and complement the learning outcomes. The assessment criteria and the marking are fair and internal marking is conducted well. The feedback provided on the coursework assignments and the exam papers in most cases provides a good insight into the levels and appropriateness of the marking process.

The award classifications are comparable to other institutions.

Overall the marking is fair and feedback provided is good. However there were some instances of feedback not matching the marks provided or marking not depicted as per the set marking criteria etc. I have identified this in the 'Review of the assessment' form for the respective modules. It will help to review this with the team for the next year. Please see both coursework review (BS2586, BS258, BS3745, BS2582) and exam scripts (BS2582).

4. Year-on-Year Comments

This is my third year and the standards have been consistently very good. The assessment process is robust. The only thing to point out (as per previous years), are some instances in which the feedback does not match with the mark given. In some cases it is difficult to ascertain how the marks were provided in relation to the marking criteria/ weights as set for the assessment. I have also pointed out in the exam board that it may be useful to change some of the assessments to bring freshness to the course for the future years.

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

6. Noteworthy Practice and Enhancement

The 6 modules are conducted extremely well. The coursework assignments are challenging and provide a good problem centred learning environment to the students. There is excellent feedback given to the students (in most cases) and some modules are particularly noteworthy for their feedback.

Please see comments in individual modules assessment external review form for any suggestions.

BS2581: This module has an excellent coursework assignment. The feedback is positive and comprehensive.

7. Appointment Overview (for retiring External Examiners only)

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?		N	
8.2	Were you asked to comment on any changes to the assessment of the Programme?		N	
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?			NA
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				

		Yes (Y)	No (N)	N/A (N/A)
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:

Quality and Standards, Registry Officer, Registry & Academic Services, Cardiff University, McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE