

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

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	For completion by External Examiner:		
Name of External Examiner:	George Ubakanma		
Home Institution / Employer of External Examiner:	London South Bank University		
Programme and / or Modules Covered by this Report	Continuing and Professional Education (Computing)		
Academic Year / Period Covered by this Report:	2018/19	Date of Report:	13/08/2019

Please complete all information in the spaces provided and submit within **six weeks** of the Examining Board.

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 General Data Protection Regulation (2018).

Please extend spaces where necessary.

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

The structure of the programme is clear and coherent. The modules fit well within the chosen subject area of Computing Studies. No major structural changes recommended at present.

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

Standards for the award are FHEQ level appropriate and were fairly applied. The student's performance and achievements are comparable with other UK higher education institutions with which I am familiar. The standard of assessment marking/moderation is also very good and is level appropriate. This year's sample reflects well upon the students and the teaching team. A good-high standard of attainment has been demonstrated across a wide range of modules, supported with good evidence of student submissions meeting learning outcomes.

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

The modules assessments on the Computing program were all level appropriate with good quality tests/examinations and coursework assignments, comparable with other UK higher education institutions with which I am familiar

4. **Examination of Master's Dissertations** (sample of dissertations received, appropriateness of marking schemes, standard of internal marking, classification of awards)

N/A

5. Year-on-Year Comments

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

From the samples of work available this year, a very good standard of work has been achieved in general. In terms of assessments many assessments have clearer specifications and feedback comments are clear and specific in-terms of directing students to areas that require improvement. One area for further improvement is the consistency of feedback comments. The feedback given is generally good but varies in style between academic colleagues. The format of feedback could be standardised... e.g. via use of marking rubrics etc...

When compared with last year 2017/18, the standard of work produced by students is generally of a similar good quality and there has been some improvement in the general standard of attainment.

I'm pleased to report that the course team have made clear steps to address all of the points that I raised last year regarding the presentation/inclusion of module guides/descriptors for each module. Quality of the module assessments, submissions and records of attainment have all been addressed appropriately.

6. **Preparation for the role of External Examiner (for new External Examiners only)** (appropriateness of briefing provided by the programme team and supporting information, visits to School, ability to meet with students, arrangements for accessing work to review)

N/A

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

Once again this year there were examples of good quality work available for sampling and in particular the progression of work in the Web development , C++ programming and Java modules also were noteworthy. Some excellent examples of clearly laid out assessments, followed-up with some exemplary student submissions demonstrating the full range of learning outcomes and attaining appropriately high grades. Having some of the samples available online for review made the task of reviewing/evaluating the samples for quality/consistency much easier this year.

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

Over the past four years it has been good to see the team make continuous progress improving the quality standards and levels of assessments while maintaining good and in some cases excellent levels of student attainment across the range of modules.

Whenever I have commented on areas that required improvement the team have been open to discussion of the issues and have always worked diligently to ensure that appropriate adjustments have been made.

The team are gradually moving toward making the majority of module/sample material available online which is a welcome/progressive change and is in line with other institutions delivering similar content.

9. 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				
9.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	Y		
9.2	Were you asked to comment on any changes to the assessment of the Programme?	Y		
Commenting on draft examination question papers				
9.3	Were you asked to approve all examination papers contributing to the final award?			N/A
9.4	Were the nature, spread and level of the questions appropriate?			N/A
9.5	Were suitable arrangements made to consider your comments?			N/A
Examination scripts				
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?	Y		
9.7	Was the general standard and consistency of marking appropriate?	Y		
9.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	Y		
9.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	Y		
9.10	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				
9.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	Y		
9.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	Y		
9.13	Was the method and general standard of assessment appropriate?	Y		
9.14	Is sufficient feedback provided to students on their assessed work?	Y		
Clinical examinations (if applicable)				
9.15	Were satisfactory arrangements made for the conduct of clinical assessments?			N/A
Sampling of work				
9.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
Examining board meeting				
9.17	Were you able to attend the Examining Board meeting?	Y		
9.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	Y		
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?	Y		
Joint examining board meeting (if applicable)				
9.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			N/A
9.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			N/A
9.22	Was the Composite Examining Board conducted according to its rules?			N/A

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