



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Dr Dylan Morrissey		
Home Institution / Employer of External Examiner:	QMUL		
Programme and / or Subjects Covered by this Report:	MSc in Sports and Exercise Physiotherapy		
Academic Year / Period Covered by this Report:	2012-13	Date of Report:	11 th July 2013

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

As last year, the structure and content of the programme seems suitable and the students produce good work, that is well marked and fed back on.

2. Academic Standards

The course clearly results in high academic standards with the achievements of students being comparable with those in other UK and Irish higher education institutions.

3. The Assessment Process

Assessment is a strength. The range of devices used, the standard of feedback and the standard of feedback is a major strength. Criteria and guidelines are clear. The methods used are innovative.

4. Year-on-Year Comments

Continued good practise.

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

N/A.

6. Noteworthy Practice and Enhancement

The course team for MSc SEP are to be congratulated for delivering excellent student work, that has again been clearly and fairly marked with developmental feedback to students given. Small year but with generally high performing students. Good agreement, very clear marking. Excellent feedback to students. Clear marking criteria and assignment guidelines with innovative examination structures which provide a challenge and opportunity to develop resources (eg business cases, leaflets).

It would be useful to see the student feedback to staff, and the delivery schedules, before finishing my report. Practical exams next year? I did have the impression there was a somewhat tight marking band with possibly inadequate differentiation but seeing the marks as a whole suggest that is less this year – but it would also be useful to see whole profiles. This is improving but I would ask the course team to consider whether enough is being done to stretch the better students? Are there enough hard decisions made about weaker students – or does the course team make extra efforts to support weaker students – I suspect the latter due to the nature of the projects given to students coming from different educational backgrounds and traditions.

Dissertations vary significantly due to license to practise issues. Need to take a view on setting out on projects which can not meet their objectives – which are often multiple. Interested to know the publication rates? It may be that a journal paper format with supporting LR might help increase these rates.

At exam board, we should have the complete profiles of graduating students. Also, is there any requirement for external examiners to attend when there is so little discussion or freedom for the board to act. A report would suffice in my view.

A note on numbers – we also have a reduction this year (due to post 2012 blues, visa issues and the recession?) and a projected increase next year – so the CU MSc SEP is not alone in having reduced student numbers.

7. Appointment Overview (for retiring External Examiners only)

N/A.

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

		Yes (Y)	No (N)	N/A (N/A)
8.17	Were you able to attend the Examining Board meeting?	X		
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	X		
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?	X		
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?		X	
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			X
8.22	Was the Composite Examining Board conducted according to its rules?			X

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:

Clive Brown, Registry Officer, Registry & Academic Services, Cardiff University,
McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE