

Academic & Student Support Services
Academic Registrar
Simon Wright LLB
Gwasanaethau Academaidd a Chefnogi Myfyrwyr
Cofrestrydd Academaidd
Simon Wright LLB



Sent by email to c.s.i.tregoat@warwick.ac.uk

24 August 2015

Dear Dr Trégoat,

Re: Institutional Response: External Examiner Annual Report 2014 – 2015

I am writing further to the receipt of your External Examiner's Report for the BSc in Economics / Accounting / Business Management (French).

Your Report has been considered by the School in accordance with our approved procedures. I am, therefore, now in a position to respond on behalf of the Vice-Chancellor to the main points you had raised.

Issue(s) Highlighted:

1. Issues highlighted in previous reports and again in 2014 regarding the listening tests across modules particularly the format of the questions and answers;
2. ML3701 oral presentations: Your recommendation of adding an analytical element to the marking criteria to be in line with the CEFR level and allow staff to discriminate between descriptive and analytical presentations;
3. The high grades awarded in ML2702 oral assessment;
4. The lack of exam specifications for each module to enhance transparency, assessment validity, consistency & comparability across modules, levels and cohorts;
5. The development of a more detailed marking criteria for productive skills (writing and speaking) would make the marking process more consistent and transparent.

The following response has been provided on behalf of the School:

1. The form of the questions was discussed last year and the team was divided over this issue. Given that the External Examiner feels this impacts on accuracy and consistency of marking, this will be incorporated in the design of the tests this year.
2. All marking criteria are agreed across all languages. This proposal will be considered and discussed with other Programme Directors.
3. This module prepares to the Diplôme de Français B2 and this may explain the discrepancy. This will be communicated to the tutor for consideration.
4. This will be further discussed with the External examiner as we think these are outlined in each module description.

Cardiff University
McKenzie House
30-36 Newport Road
Cardiff CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

Prifysgol Caerdydd
Tŷ McKenzie
30-36 Heol Casnewydd
Caerdydd CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

5. All marking criteria are agreed across all languages. This proposal will be considered and discussed with other Programme Directors.

The University is pleased to note your positive comments including:

1. Your positive indications regarding the programme structure, academic standards and assessment process;
2. The excellent teaching, encouraging students to communicate in French and facilitating the development of transferable skills;

I hope that you will find this response satisfactory and thank you for your continued support of the programme and we are most grateful for your valuable input into this process.

In order to meet the expectations of the QAA Quality Code, both the External Examiner Annual Report and this Institutional Response will be published on the University Student Intranet and will be available to all students and staff.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

We are most grateful for your comments and for your support in this matter.

Yours sincerely,



Mr Simon Wright
Academic Registrar