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Sent by email to d.mckeeffry@bradford.ac.uk

17 August 2016

Dear Dr McKeefry,

Re: Institutional Response: External Examiner Annual Report 2015–2016

I am writing further to the receipt of your External Examiner's Report for the BSc in Optometry.

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.

Issues Highlighted

1. Student workload particularly in relation to the 20 credit project module.
2. Acknowledgement of feedback from External Examiners for 2nd and 3rd year exam papers.
3. The style and nature of questions related to Section B of the OP2201 Clinical Studies and Dispensing paper.

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

1. We agree with the external examiners that some students put too much emphasis on their final year project given that it is only a 20 credit module. We are particularly aware of this issue since student workload is one of the few aspects of NSS feedback in which we have not made significant improvement. Our Assessment & Feedback subcommittee has made volume

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of assessment a priority area to address, and the project module will be considered as an integral part of this activity.

2. We are in full agreement with the externals that the hard work they put into checking and commenting on draft papers should be acknowledged by the School. At the very least they should receive an assurance that their comments have been acted upon or, if necessary in certain circumstances, an explanation of why this was not the case.
3. The assessment for module OP2201 are being addressed by the School, and the module leader has agreed to a change in style of questions for 2016/17.

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 quality of the Research Projects submitted by the students
3. The feedback from the clinics provided on-line by the supervisors
4. The professionalism, dedication and friendliness of the staff

I hope that you will find this response satisfactory and we thank you for your continued support of the programme.

As this is your final year as External Examiner, we would like to thank you for your service 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 website 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
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