



EXTERNAL EXAMINER ANNUAL REPORT FORM

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

	For completion by External Examiner:		
Name of External Examiner:	Dr Marcello Riggio		
Home Institution / Employer of External Examiner:	University of Glasgow		
Programme and / or Modules Covered by this Report	BDS – Oral Ecosystems (year 2; DE2001)		
Academic Year / Period Covered by this Report:	2016-2017	Date of Report:	14/08/2017

Please complete all information in the spaces provided and submit within **six weeks** of the Examining Board (the **taught stage** Examining Board in the case of **postgraduate Master’s programmes**).

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 Data Protection Act (1998).

Please extend spaces where necessary.

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

Oral Ecosystems is one of three themes in year 2 of the BDS curriculum (the others are Foundation and Clinical Dentistry), and collectively contribute to the Primary BDS Part 2 examination. The written examination for Oral Ecosystems requires two essays and four MSA questions to be attempted and accounts for 63% of DE2001(Primary BDS Part 2A).

The programme structure and content are very good, with a wide range of summative assessment methods being utilised (essays, MSA, practical, coursework). This ensures that a wide depth and breadth of knowledge is assessed.

Students are exposed to a wide range of highly suitable teaching and learning methods.

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

I assessed the first diet of examinations on 3rd July 2017, specifically the written examination for Oral Ecosystems that comprised essays and MSA questions, and attended the Board of Examiners meeting that day.

Overall, a higher number of students (15) failed the Oral Ecosystems theme than in previous years, compared to only two failing Clinical Dentistry (13 students failed both themes). The vast majority of students who failed the Oral Ecosystems theme performed particularly weakly in the essays that were set as part of the written examination. Clearly, writing essays is challenging for some students, despite previously being provided with ample guidelines and marking criteria by staff for the extended essay that forms part of the coursework. Despite this, I approve of the use of essays as part of the assessment procedure since they allow students to demonstrate critical thinking and test in-depth knowledge and understanding of specific subject areas.

I am aware of the fact that this is the first year that standard setting of exam questions was introduced in response to comments last year by the other external examiner – this may also have contributed to lower attainment than in previous years, but to a lesser extent than the reasons described above for essay writing.

Student achievement is high and compares favourably with those of similar programmes elsewhere in the UK.

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

The programme aims and learning outcomes are highly appropriate and were successfully achieved by the assessment methods used. Assessment procedures are robust and high-quality examination questions were used. I was pleased with the range, depth and appropriateness of the assessment methods used.

4. Year-on-Year Comments

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

N/A

5. Preparation for the role of External Examiner (for new External Examiners only) (appropriateness of briefing provided, visits to School, programme handbooks and supporting information)

The assessment process was discussed with key staff on the day of the Examiners Board meeting and in advance by email with course staff. Programme handbooks and adequate supporting information were always available throughout the academic year.

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

Assessment procedures are in line with those expected from 'good practice' and in keeping with institutional policies and procedures. I favour the continued use of essays to aid subject understanding.

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

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				
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
Examination of Master's Dissertations (if applicable)				
8.23	Did you receive a sufficient number of Dissertations to be able to assess whether the internal marking and classifications were appropriate and consistent?			X
8.24	Was the sample in accordance with the University's sampling guidelines (guidelines provided below)?			X
8.25	Were you satisfied with the standard and consistency of marking applied by the Internal Examiners?			X
8.26	Were you able to attend the Master's Degree (Dissertation) Stage Examining Board?			X
8.27	If so, was the Examining Board conducted properly and in accordance with established procedures?			X
8.28	Were the schemes for marking and classification correctly applied?			X
8.29	Were the standards of the awards recommended appropriate?			X
8.30	Comments on the Examination of Master's Dissertations. <i>Please provide any comments you may wish to make on the issues raised above.</i>			
	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