

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

Cardiff University

McKenzie House
30-36 Newport Road
Cardiff CF24 0DE
Wales UK

Tel please see below
Fax +44(0)29 2087 4130

www.cardiff.ac.uk

Prifysgol Caerdydd

Tŷ McKenzie
30-36 Heol Casnewydd
Caerdydd CF24 0DE
Cymru Y Deyrnas Unedig

Ffôn gweler isod
Ffacs +44(0)29 2087 4130

www.caerdydd.ac.uk

	For completion by External Examiner:		
Name of External Examiner:	Nicola Innes		
Home Institution / Employer of External Examiner:	University of Dundee		
Programme and / or Modules Covered by this Report	BDS (Final Year)		
Academic Year / Period Covered by this Report:	2018/19	Date of Report:	25/07/18

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 BDS programme structure is similar in setup to others across the UK and the teaching, learning and assessment are also standard. Teaching is grouped into specialty areas and students have access to outreach facilities in their final year. The finals exam comprises 60% of the total mark (with the written component contributing to 45% and the unseen clinical cases 15% of this).

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

I can confirm that the academic standard of the BDS programme assessment as well as the academic standard of the graduating students is similar to that in other institutions running BDS programmes across 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 assessment processes conform to expected standards and meet the regulatory body requirements.

I was given access to the questions for the written papers for the finals examinations prior to them being finalised. This was through LiftUpp and was easy to navigate and manage. The staff were responsive to the queries and suggestions I had.

The clinical part of the finals exam was run over 3 days with a clinical viva on a prepared patient (unseen case) in 3 cases, one each of Children's Dentistry, Oral Diseases and Restorative Dentistry.

Having watched the scenarios that were used for the 3 areas of the viva exams (students were tested on all 3 areas over 3 days); oral medicine/ surgery, paedodontics/ orthodontics and restorative dentistry. I believe there was a good spread of cases, of a reasonably similar standard, and with a good scope for basic knowledge and understanding to be demonstrated by the candidates. However, for students who quickly covered the basics of the cases and showed good basic knowledge, the cases chosen had some complex needs that allowed potential for examiners to explore areas further. In one or two of the cases, it was not always clear which pieces of information were on both the examiners' and the students' documentation or only on the examiners and this was fed back to the examining team.

I also had the opportunity to look at:

1. Case presentations (electronically)
2. Projects (electronically)
3. Exam papers (physically)

with full access to all the students' written papers and their marks, together with the spreadsheet of marks. I am satisfied that the final year students undergo a rigorous examination process and are tested on all areas that they will practice in.

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](#).]

I had suggested previously that the external examiners would find it useful to be included in the briefing to observe what happens. This happened this year and was very helpful. Similarly, there has been strengthening of the standardisation and suggestions made have been acted on.

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)

The team are to be congratulated on the standard setting and calibration carried out.

In addition, the way in which the support staff look after the students is exceptional (signing them in, showing them in and out of rooms for the vivas etc). It is clear that there is a strong rapport between the dental nurses/ admin staff and the students that has obviously developed over time. This supportive environment for the students during their clinical exams, a notoriously stressful time is commendable.

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

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?	Y		
9.4	Were the nature, spread and level of the questions appropriate?	Y		
9.5	Were suitable arrangements made to consider your comments?	Y		
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?			
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?	Y		
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