



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Dr Daragh O’Connell		
Home Institution / Employer of External Examiner:	University College Cork, Ireland		
Programme and / or Subjects Covered by this Report:	Italian – Modern Languages		
Academic Year / Period Covered by this Report:	2014-15	Date of Report:	25/09/2015

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

The Department of Italian covers a wide range of very well balanced subject areas; these areas allow for teaching of different genres and different periods. Because of the staffing profiles within the department, the Programme Structure genuinely benefits from expertise across a broad range of areas, and what is of particular relevance, the standard of language modules within the programme is very high.

2. Academic Standards

The programme’s academic standards are being maintained: from what I have seen from a wide variety of assessed materials all the academic thresholds are being met and are in line with the appropriate national and international benchmarks.

3. The Assessment Process (including dissertations, if appropriate)

The examination and awarding of marks were all conducted in a rigorous, fair and transparent manner. I was very pleased with the process. The robustness of the courses and the assessment procedures followed all the guidelines set out clearly in each Module assessment pack. I am happy to report that everything was conducted in accordance with university policy.

4. Year-on-Year Comments

This is my second year as examiner and one issue that I had with last year's process was the sending of scripts in envelopes which were not 'robust' enough to withstand excessive mileage, bad weather etc. I am happy to report that the department addressed this question and all scripts that arrived for me to examine arrived in an optimal condition with no damage to the envelopes.

Overall, I continue to be very impressed by the general standard of the modules as the department successfully performs its activities across both language and culture (literary and visual) modules. It is a difficult balance to achieve, but one that the department proved most successful at achieving and maintaining. As I said in my last report, the Department of Italian at Cardiff performs an important and strategic role in developing Italian studies in Wales. The work of the staff in the department is of the highest quality, and the work produced by the undergraduate students testifies to this excellence.

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

6. Noteworthy Practice and Enhancement

As I mentioned previously, the department successfully navigates the difficulties of maintaining standards in both language and cultures modules. This is to be commended. I am very impressed by many of the modules such as the EU7340 Language Portfolios and the EU8390 Italian Dissertation in Italian. The department has a very strong record in modern and contemporary literary and visual culture, but I'm also very pleased that subject areas such as EU8294 (Dante) still have a vital position in the degree programme.

7. Appointment Overview (for retiring External Examiners only)

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

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

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:

Quality and Standards, Registry Officer, Registry & Academic Services, Cardiff University, McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE