

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



Sent by email to [anne.hegarty@sth.nhs.uk](mailto:anne.hegarty@sth.nhs.uk)

24 September 2015

Dear Dr Hegarty,

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

I am writing further to the receipt of your External Examiner's Report for the BDS (Intermediate BDS Human Diseases).

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. your observations on, and suggestions for, transparency in the roles of the internal markers and how final marks are agreed;
2. your detailed comments on discrepancies between the model answer associated with an identified question and the question answered by students;
3. your indication that you were not given any samples of coursework or practical assessments to review;
4. your suggested practical enhancements to the assessment process.

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

1. The School thanks you for the constructive comments regarding the marking procedure. The instructions will be clarified for the forthcoming academic year with a new score sheet.
2. The identified question and associated model answer will be reviewed.
3. The School use the software GradeMark for the delivery of written project work and for the delivery of feedback. It is usual practice to permit access to this software for External examiners to review assessment tasks. The School will ensure that you have appropriate access to this for the next assessment diet to quality assure our assessment tasks.
4. The School thanks you for your constructive suggestions and will identify IT resources for next academic year and review the spread of cases selected by the

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students bearing in mind that these case reports are at an early stage in their clinical experience.

**The University is pleased to note your positive comments including:**

1. your positive indications regarding the programme structure, academic standards and assessment process;
2. your commendation of the case report viva assessments, of the involvement of the External Examiner in this assessment and of the case report marking scheme;
3. your comments on the contribution made by academic and administrative staff to the assessment process.

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

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  
Academic Registrar