

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 B R Nattress		
Home Institution / Employer of External Examiner:	University of Leeds		
Programme and / or Modules Covered by this Report	M Clin Dent Prosthodontics		
Academic Year / Period Covered by this Report:	2017/18	Date of Report:	24/05/2018

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)

This is a 3 year taught Masters programme with a significant emphasis on the development of clinical skills within the speciality of prosthodontics. The programme structure, variety of teaching methods and assessments are appropriate and at the correct level for the course. The degree is presently run as a conjoint with the Royal College of Surgeons of Edinburgh. I am aware that changes are being planned to allow the final summative assessment to more closely align with that of the Edinburgh examination, which is an internationally benchmarked assessment.

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

The standard of this taught Masters course in Prosthodontics compare favourably with similar courses run at other Universities within the UK. It was apparent that students had been exposed to a range of teaching methods and had gained a considerable amount of clinical experience covering the breadth of the curriculum.

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

As the external examiner I had an overview of the written papers and took part in the clinical examinations where students were required to present cases they had personally treated. In addition, I had the opportunity of assessing the students' diagnostic and treatment planning skills as well as their overall knowledge in a series of structured oral examinations. The students performed to a high standard in these elements of the examination.

4. Year-on-Year Comments

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

The comment made by the previous external examiner in regard to the timings of the presentation cases still holds true. It would be helpful if the candidates were required to restrict the number of slides they are allowed to present to ensure that adequate time is available in the viva to allow the detailed questioning required.

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)

This is my first year as external examiner to this course. I received a detailed briefing from the course leader and the appropriate paper work including programme handbooks and assessment schedules. My involvement has been primarily in the oral examinations and setting of written papers. I had access to all the written assessments and it was evident these had been rigorously assessed with evidence of double marking.

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

An important requirement of this qualification is that the candidates are able to assimilate the knowledge they have gained and then apply this in a clinical environment. It is very apparent that this is achieved and credit should be given to the Course Leader.

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

Not applicable

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?	Y		
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?	Y		
Sampling of Work				
8.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
Examining Board Meeting				
8.17	Were you able to attend the Examining Board meeting?		N	
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?			N/A

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?		N	
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			N/A
8.22	Was the Composite Examining Board conducted according to its rules?			N/A
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?	Y		
8.24	Was the sample in accordance with the University's sampling guidelines (guidelines provided below)?	Y		
8.25	Were you satisfied with the standard and consistency of marking applied by the Internal Examiners?	Y		
8.26	Were you able to attend the Master's Degree (Dissertation) Stage Examining Board?		N	
8.27	If so, was the Examining Board conducted properly and in accordance with established procedures?			N/A
8.28	Were the schemes for marking and classification correctly applied?			N/A
8.29	Were the standards of the awards recommended appropriate?	Y		
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>			

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