

Academic & Student Support Services
Academic Registrar
Simon Wright LLB
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Cofrestrydd Academaidd
Simon Wright LLB



Sent by email to i.moros@exeter.ac.uk

04 September 2015

Dear Ms Moros,

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

I am writing further to the receipt of your External Examiner's Report for the BSc in Accounting with EU Language / BSc in Economics with EU Language / BSc in Business Management with EU Language (Spanish).

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 comments regarding the consistency of examination paper rubrics;
2. Your indication that it would be helpful to receive audio files that are sent electronically with the student name clearly identified;
3. Further consideration of equivalent marking criteria in countries like Spain to match them to the home institution;

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

1. The issue of the consistency of examination paper rubrics will be solved by consistently using the formal way of address.
2. All audio files will be clearly named with students names next year.
3. The complex issue of grade conversion will be looked at by the Cardiff Business School International Exchange Co-ordinator.

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 particular commendation of the variety, design and currency of assessments, of the nature and clarity of second marking and of the differentiation of oral exams according to register;
3. your positive perceptions regarding the precision applied to Grade Conversion.

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I hope that you will find this response satisfactory and thank you for your continued support of the programme and we are most grateful for your valuable input into this process. As this is your final year as External Examiner, we would like to thank you for your service.

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 Student Intranet 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