

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

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	For completion by External Examiner:		
Name of External Examiner:	Claire Wylie		
Home Institution / Employer of External Examiner:	University of the West of Scotland		
Programme and / or Modules Covered by this Report	MSc Critical Care		
Academic Year / Period Covered by this Report:	2018/19	Date of Report:	16/9/19

Please complete all information in the spaces provided and submit within **six weeks** of the Examining Board (the dissertation 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 General Data Protection Regulation (2018).

Please extend spaces where necessary.

1. Programme Structure (curriculum design, programme structure and level, methods of teaching and learning)

All modules are appropriate for Masters level study. There is a variety of teaching, learning and assessment methods which encompass different learning styles. The programme is structured logically and there is clear constructive alignment of all modules.

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

The standard of students work was good across the modules and was proportionate to Masters level study in other UK HEI's. There are some students whose work is exceptional and could be considered for publication.

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

All assessments are appropriate and allow for comprehensive coverage of the learning outcomes. The assessments are reasonable and provide students with opportunity to achieve a pass mark. There is evidence of appropriate support and

documentation available in order to assist students to undertake the assessments. Marking is consistent and there is clear and detailed feedback and Feedforward provided. There is evidence of robust internal moderation.

4. Examination of Master's Dissertations (if applicable) (sample of dissertations received, appropriateness of marking schemes, standard of internal marking, classification of awards)

[Where possible please complete this section following the dissertation examining board determining the final award.]

A sufficient sample of MSc Dissertations was received, aligning to University sampling guidelines. Dissertations were of a very good standard, evident of very good supervision and teaching. Internal marking was consistent with good use of in-text comments as well as overall feedback and Feedforward. Marking was consistent with classification of awards. There are some dissertations which were completed to a very high standard and could be considered for publication.

5. Year-on-Year Comments

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

Staff at Cardiff continue to be very responsive to External Examiner feedback and aim at all times to deliver a professional and quality service.

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)

There has been excellent supporting information provided by the programme team in the form of face to face discussions, online meetings and online videos. I visited the school once in the last academic year. Some challenges were associated with this, in particular navigating the city and campus, however, having been once I am sure this will be easier in the future. All materials are emailed for review with clear instructions on how to access and feedback requested.

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

The Blog and Wiki assessments are innovative methods of assessment which are in keeping with the developments in technological advances. These assessments permit students to add links and diagrams to enhance their work. There is evidence of excellent support for students to complete these.

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

N/A

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?	Y		
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?			N/A
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	Y		

	established procedures and to your satisfaction?			
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