



## EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	CHRIS SMITH		
Home Institution / Employer of External Examiner:	ROYAL HOLLOWAY UNIVERSITY OF LONDON		
Programme and / or Subjects Covered by this Report:	MSc in International Management CARBs		
Academic Year / Period Covered by this Report:	2014-15	Date of Report:	05/09/2015

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

Overall I am very impressed with the quality and range of work being conducted on this programme. The innovative use of new media, diverse forms of assessment and imaginative ways in which students are taught about the international business and management was quite inspiring.

### 2. Academic Standards

High teaching standards throughout. The performance of students was rather polarised.

Cause for concern:

High numbers of Chinese students and bunching of marks for Chinese students at Pass level (with no Merits) should be a cause for concern. This may reflect the quality of students being recruited for the programme, and I would therefore strongly suggest improving entry requirements and recruiting from the best Chinese Universities. Or it may reflect the shift of these students to a different pedagogic learning environment, and therefore there needs to be practices in place to ensure that all students were brought up to the learning rules required for the MSc as quickly as possible in order to provide even chances of all students obtaining high grades on this programme. I appreciate the difficulties of doing this on a one year programme, and therefore it is recommended that numbers are not pushed too high.

I understand student numbers have been raised above planned levels, and I would strongly suggest maintaining very modest growth in numbers until systems are in place to ensure all students have a good chance of earning merit awards. A rapid expansion in numbers might undermine the very good work being done and the quality of work I looked at. It might also place burdens on peer-to-peer learning and have the medium-term effect of reducing further the numbers of non-Chinese students on the programme. To maintain the character and quality of the 'international' in the programme's title, there needs to be the broadest possible recruitment base for the programme.

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

Excellent

**4. Year-on-Year Comments**

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

**6. Noteworthy Practice and Enhancement**

Please continue to innovate with teaching methods.

**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)
<b>Programme/Course Information</b>				
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		
<b>Draft Examination Question Papers</b>				
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		
<b>Marking Examination Scripts</b>				
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?		N	
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?		N	
<b>Coursework and Practical Assessments</b>				
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		
<b>Clinical Examinations (if applicable)</b>				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?			
<b>Sampling of Work</b>				
8.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
<b>Examining Board Meeting</b>				

		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?	Y		
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		
<b>Joint Examining Board Meeting (if applicable)</b>				
8.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			<b>N</b>
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			
8.22	Was the Composite Examining Board conducted according to its rules?			

Please return this Report, preferably in a Microsoft Word format, by email to:

[ExternalExaminers@cf.ac.uk](mailto: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