

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



Sent by email to emma.fisher@sheffield.ac.uk

24 September 2015

Dear Mrs Fisher,

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

I am writing further to the receipt of your External Examiner's Report for the Diploma of HE in Dental Hygiene (Finals).

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 suggestion that the programme team could consider reviewing the need of having a patient present at the case presentation, thereby reducing any inconsistencies between candidates if a patient fails to attend.
2. your suggestion that the programme team could consider removing the assessment of treatment completed or treatment outcome from the case presentation as this may already have been assessed during the patient treatment sessions;
3. your suggestion that recording case presentations or scribing questions asked to students could also be considered to assist with any appeals.

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

1. & 2. the School thanks you for these observations and advice and has already put them in place for 2015/2016 following its own internal review of assessments;
3. the School will review its process for recording questions asked to facilitate the appeals process and also to the feedback process for all students within the marking criteria forms used (Action agreed 2015/2016).

The University is pleased to note your positive comments including:

1. your positive indications regarding the programme structure, academic standards and assessment process.

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

Cardiff University
McKenzie House
30-36 Newport Road
Cardiff CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

Prifysgol Caerdydd
Tŷ McKenzie
30-36 Heol Casnewydd
Caerdydd CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

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