



EXTERNAL EXAMINER ANNUAL REPORT FORM

The completion of this Report is supported by *Annual Report Form – Guidance to External Examiners*. The Guidance and this Form are available at: <http://www.cardiff.ac.uk/regis/ifs/exex/rep/index.html>. Fee information and claim forms are available at: <http://www.cardiff.ac.uk/regis/ifs/exex/fees/index.html>.

	For completion by External Examiner:		
Name of External Examiner:	Professor Daryll Jagger		
Home Institution / Employer of External Examiner:	University of Glasgow		
Programme and / or Subjects Covered by this Report:	Final BDS Dentistry		
Academic Year / Period Covered by this Report:	2014/2015	Date of Report:	22 nd June 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

I have no concerns regarding the structure of the BDS programme in Cardiff Dental School. It is in line with similar programmes in other UK Dental Schools in which I have examined. It covers the appropriate learning outcomes. The learning outcomes are assessed using a range of different assessments. The programme sufficiently prepares the undergraduate dental students to graduate as a safe beginner and move forward onto independent clinical dental practice.

2. Academic Standards

I have no concerns regarding the standard of the candidates. The standard is similar to that seen in other schools in which I have examined.

3. The Assessment Process

This is my fourth year as examiner and I have had the opportunity to see the assessment process develop and improve over these years. There is a dedicated academic team supported by an efficient administrative team. As an External Examiners I was made to feel welcome and was looked after very well throughout the examinations. I would like to thank the school for this.

In terms of the different parts of the examination, I had an opportunity to review the written exam questions, marking scheme and model answers. The papers covered a wide range of learning outcomes. The format of the questions and associated

marking scheme for some of the questions was not appropriate for short answer type questions. Extensive comments and suggestions were made on the draft examination papers by a number of External Examiners but there appeared to be little change to the final draft of the examination papers. It is important that the school takes into account comments made by External Examiners and also provide feedback on any changes made.

I am sure that the school undertakes appropriate standard setting for the written examination and It would be helpful to see evidence of how the written questions have been standard set for future diets. It is important to check whether it is possible for a candidate to fail a high number of individual questions on the paper but still pass the overall paper comfortably. This should be taken into account for future papers.

The written case presentations were of a good standard overall. I thought the standard of presentation had improved significantly when compared with last year. Many of the students had carried out a wide range of clinical work in their case. The format of the oral examination of the case presentation however should be reviewed. This year the External Examiners requested that they were not included as part of the examination teams, in line with what the General Dental Council has suggested and following the role of External Examiners in a number of other UK Dental Schools. This allowed us to float between different teams of examiners. It enabled us to measure intra and inter examiner variability within and between teams. It was beneficial to us and allowed us to gain an overview of this part of the examination. There was a variation in the student experience. Some teams divided questions between the two examiners and in other teams one examiner performed the majority of the oral examination. Some students were allowed to present their case before questions were asked and others were asked questions immediately. There were no structured standardized questions and therefore the student experience was highly dependent on which examiner carried out the oral examination. I would suggest that in its present format, the examination could not be considered as standardized or equal for all students. There should be a move to standardized questions or perhaps consideration given to removing this oral examination.

For the unseen case examination, as for the case presentation oral examination we were able to float between different teams of examiners. This was the first time we were able to look at standardization of the examination within and between teams. A lot of work has been undertaken by the school to produce a series of unseen cases and the amount of work involved in this should not be underestimated. The school should be congratulated for this. There is however great variation in the complexity of the cases. There was also great variation in the student experience in the oral examination dependent on the case they had been given and the knowledge base of the examiners. It would be helpful for future diets if the examiners had seen the cases they were to examine and prepare, in advance, a series of agreed standardized questions. In its present format the examination could not be considered to be offering the same examination to all students. One option, which has been discussed with the school is to give the same unseen case or perhaps two cases to all students.

4. Year-on-Year Comments

The administration staff are absolutely excellent and should be congratulated for their hard work. All in all a lot of effort had been put into the organization of the examination. The comments made above were discussed at exam board and the school appeared to take the comments positively, found them helpful and intend to consider the suggestions for future diets.

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

6. Noteworthy Practice and Enhancement

A very well organised examination.

7. Appointment Overview (for retiring External Examiners only)

This is my fourth and final year as External Examiner. Over the past four years it has been a pleasure working with the academic team in Cardiff. I have seen the exam develop and improve over the years. I wish the team every success for the future.

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?	X		
8.2	Were you asked to comment on any changes to the assessment of the Programme?			X
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award?	X		
8.4	Were the nature, spread and level of the questions appropriate?	See Comments		
8.5	Were suitable arrangements made to consider your comments?	See Comments		
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?	X		
8.7	Was the general standard and consistency of marking appropriate?	X		
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	Some		
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	X		
8.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	X		
Coursework and Practical Assessments				
8.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	X		
8.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	X		
8.13	Was the method and general standard of assessment appropriate?	See comments		
8.14	Is sufficient feedback provided to students on their assessed work?	X		
Clinical Examinations (if applicable)				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?	X		
Sampling of Work				

		Yes (Y)	No (N)	N/A (N/A)
8.16	Were you afforded sufficient time to consider samples of assessed work?	x		
Examining Board Meeting				
8.17	Were you able to attend the Examining Board meeting?	x		
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	x		
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?			x
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?			
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

Your fee and expenses claim form and receipts, should be sent electronically to the above email address or in hard copy to:

Clive Brown, Registry Officer, Registry & Academic Services, Cardiff University,
McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE