



**Academic & Student Support Services**  
**Gwasanaethau Academaidd a Chefnogi Myfyrwyr**  
**Registry**  
**Y Gofrestrfa**  
Academic Registrar Cofrestrydd Academaidd  
Simon Wright LLB(Hons)

**Cardiff University**  
McKenzie House  
30-36 Newport Road  
Cardiff CF24 0DE  
Wales UK  
Tel please see below  
Fax +44(0)29 2087 4130  
www.cardiff.ac.uk

**Prifysgol Caerdydd**  
Tŷ McKenzie  
30-36 Heol Casnewydd  
Caerdydd CF24 0DE  
Cymru Y Deyrnas Unedig  
Ffôn gweler isod  
Ffacs +44(0)29 2087 4130  
www.caerdydd.ac.uk

Sent by email to [aorbasli@brookes.ac.uk](mailto:aorbasli@brookes.ac.uk)

**23 February 2021**

Dear Dr Orbasli,

**Re: Institutional Response: External Examiner Annual Report 2019/20**

I am writing further to the receipt of your External Examiner's report for the MSc Sustainable Building Conservation.

Your report does not appear to raise any significant issues that require a more detailed response, however the School have been asked to note the following comments:

*"In the small sample of [dissertation] work reviewed I observed a tendency for narrative content over analysis; literature reviews tend to be source by source summaries and single sentence paragraphs of statements predominate over fully formed paragraphs that develop an argument and draw conclusions. Although they were rich on facts and collected data, they are weak in discussion and building an argument. I appreciate that this may just be the case for the two dissertations reviewed, but it may be helpful to provide some early guidance on writing styles and analysis of findings to future cohorts."*

I am confident that the Programme Team will endeavour to address the issues identified in your report and your comments will help inform their [Annual Review and Enhancement](#) process.

The University is pleased to note your positive comments, including:

1. Your positive comments regarding the programme structure, academic standards and assessment process.
2. Confirmation that the actions taken as a result of the variation of assessments in relation to industrial action and Covid-19 have been appropriate to protect



Registered Charity, no. 1136855  
Elusen Gofrestredig, rhif 1136855

the academic standards of the programme and have allowed students to achieve their programme level learning outcomes.

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

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's [Public Information website](#) and will be available to all students and staff.

We are most grateful for your comments and for your support in this matter.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'S Wright', written in a cursive style.

Mr Simon Wright  
Academic Registrar