



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Stephanie Holt		
Home Institution / Employer of External Examiner:	University of Dublin, Trinity College		
Programme and / or Subjects Covered by this Report:	MSc in Post-Qualifying Social Work <i>MSc in Post-Qualifying Social Work (dissertations only) and 30-Credit Enabling Practice Module</i>		
Academic Year / Period Covered by this Report:	2014-2015	Date of Report:	10-05-2016

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 continue to be most impressed with the structure of this programme which addresses a key area of social work practice and facilitates the ongoing development of professional practice, in the important task of student placement supervision. In providing this programme, the School and University are actively and in a very practical manner, addressing some of the age old issues with social work practice that have been raised in child abuse inquiries across many jurisdiction. The structure of the programme allows busy practitioners to engage in CPD through a careful balance of academic work and practice based learning, which is to be commended.

2. Academic Standards

As with any postgraduate programme attracting busy practitioners, the programme engages with a range of academic abilities. However across all formats of assessment, there is clear evidence that the students understand social work theory, practice and research and can, to varying degrees, draw on sophisticated theoretical debates in a seamless fashion. I reviewed a number of excellent assignments, where students engaged with quite challenging reflective topics. The higher achieving students were able to draw on an impressive range of literature. The quality of the written work across all assessment formats was of an order expected at each stage of a PG taught programme. Both the standard of work and the distribution of marks

was on a par with other similar Post-Qualifying Social Work programmes that I am familiar with.

3. The Assessment Process

The explanatory material provided to students very clearly and unambiguously sets the scene for a programme that is robustly assessed through multiple methods, facilitating differing learning styles appropriately. The assessment process is transparent and the marking structures both fair and internally consistent across markers and within and across marking bands. Student assessment material reflected the learning outcomes appropriately and fairly.

4. Year-on-Year Comments

N/A

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

As outlined in the 2013-2014 report, I was provided with clear guidance on my role as External Examiner and experienced both lecturing and administrative personnel as prompt and responsive to any queries I had. An Induction programme was offered and I would have attended this had prior commitments in my own university not prevented me doing so. I was not asked to comment on changes to the assessment of the programme and do not see any need for any changes.

6. Noteworthy Practice and Enhancement

General Feedback and Observations

As per last year, I have enjoyed the **Enabling Practice Module**, in particular the portfolios where the students are engaged in rigorous reflective debate and assessment. It is encouraging to see such a strong emphasis on the promotion of good social work practice, particularly at a time when the public image of social work is less than positive. The aim of the module as reflected in the learning outcomes is clearly evident in the sample of students work examined. The student's developing and incremental ability is evident from one assignment to the next, supported by the detailed and thoughtful feedback they were given.

7. Appointment Overview (for retiring External Examiners only)

N/A

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?	Y		
8.2	Were you asked to comment on any changes to the assessment of the Programme?		N	
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award?			N/A
8.4	Were the nature, spread and level of the questions appropriate?			N/A
8.5	Were suitable arrangements made to consider your comments?			N/A
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?			N/A
8.7	Was the general standard and consistency of marking appropriate?			N/A
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?			N/A
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?			N/A
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/A
Coursework and Practical Assessments				
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		
Clinical Examinations (if applicable)				
8.15	Were satisfactory arrangements made for the conduct of clinical assessments?			N/A
Sampling of Work				
8.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
Examining Board Meeting				

		Yes (Y)	No (N)	N/A (N/A)
8.17	Were you able to attend the Examining Board meeting?		N	
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?			N/A
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		
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?			N/A
8.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			N/A
8.22	Was the Composite Examining Board conducted according to its rules?			N/A

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