



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Dr Julie Woodley		
Home Institution / Employer of External Examiner:	UWE Bristol		
Programme and / or Subjects Covered by this Report:	BSc Hons Diagnostic Radiography and Imaging		
Academic Year / Period Covered by this Report:	2015-2016	Date of Report:	23.06.2016

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

- The programme structure is very coherent and current, and is appropriate for the knowledge and competencies required of a newly qualified radiographer. All aspects of the programme will aid the student to enhance their practice and develop critical reasoning skills. Once again I would particularly like to commend the ethos behind the Healthcare Management (HC3053) module and like the idea that the Professional Development (HC3052) module is constructed so that it can adapt to changes in practice and new developments within the profession. I especially like the fact that cannulation training is also incorporated into the module syllabus. There is a clear progression between the levels and many modules build on and enhance previous knowledge.

2. Academic Standards

- The academic standards in this programme are comparable to modules in other institutions and are appropriate to the professional framework they are based upon. This year the assessment process has run much more smoothly than on previous year. The HCARE external examiners website has allowed for the timely review of scripts along with full list of marks and associated assignment briefs. Any not available in this format were made available on the day before the examination board and I was afforded ample time to review.
- The academic standard of the modules and the award are on the whole excellent. They cover a variety of topic areas and reflect current practice well.

They very easily match to all professional standards and show innovation in their focus.

- The award matches the benchmarks well and the team have made minor changes which have helped strengthen the award and match these criteria more closely. They continue to review and adapt so that best practice is re-enforced.
- The team have on occasions reviewed their assessment strategy and again made slight amendment so that the assessment load for the students is well managed.
- The award is very up to date and the lecturing staff are very aware of developments in practice and are always willing to make slight modifications in order to improve standards. The team appear to constantly reviewing developments and have some very innovative developments underpinning their curriculum.

3. The Assessment Process

I was asked to review the following modules:

HC2116 Enhanced practice I
HC2117 Radiation Science 2 II
HC2130 Professional Development II
HC2131 Research Practice 1
HC 3051 Research Practice
HC 3052 Professional Development
HC 3053 Healthcare Management

- All the assessment strategies for the above modules were very transparent and well considered. There is a good range of assessment approaches and they are well structured. Students are also given quite extensive assignment briefs in written and supporting oral formats.
- Students would also appear to be given supporting workshops on some assignments and the results this year would tend to indicate that attendance at these workshops was of great benefit to those who availed themselves of this opportunity.
- Learning outcomes for all modules are very clear and the assessments are well matched to these aims
- All assessments would appear to be in keeping with the university's policies and regulations along with those our professional regulatory bodies.
- I would like to commend the variety of assessment approaches contained within this programme and the volume of assessment for each individual student would appear to be appropriate.
- I can confirm that all assessment were carried out at the correct level and was sufficiently discerning and rigorous. All marking schemes and assessment criteria are very clearly constructed for both the student and those marking the assessments.
- I am very happy with all marks awarded but last year 1 noted that I did not see a mark above 85+ in any of the assessments I viewed. This was the same for this year but I did note that there were scripts being awarded over 80% .On this occasion I did not see any pieces of work that should have been awarded

above 85% but I would like the team to consider using the full range of marks in future.

- This year there were students that were awarded a first class honours which I am pleased about as I mentioned this in a previous report and would suggest that this situation remains to be monitored in future cohorts.
- The fact that a member of the academic team has been tasked with overseeing all assessment procedures has been a great improvement. It was very clear which modules I would be overseeing and when the assessments were due. This appointment also allowed for an easy point of contact should issues arise.
- The HCARE system means that a lot of the assessment workload can be reviewed electronically and this year I was always afforded alerts by e-mail and a reasonable timeframe in which to review.
- We have discussed the possibility of the mark sheets for both elements of a module to be made available prior to the exam board and also an overview of the statistic would help in the ratification. It would be helpful if these were available the day before the exam board if at all possible.

4. Year-on-Year Comments

- The academic assessment process continues to be refined and strengthened and I am very satisfied with the standards achieved. The assessment process was much more streamlined this year and it was much easier to make contact with the assessments team.
- I have now been afforded the time to view all the assessments and was supplied with a timeline for assessments so knew when I would be required to review.
- This year I was given log in details so I could view materials on the day prior to the board but no modules were linked to my profile so a member of staff again had to log in for me so this was not ideal.

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

This is my second year in post so n/a.

6. Noteworthy Practice and Enhancement

- I particularly would like to commend the range and variety in the assessment strategy.
- I would also like to suggest that for the research Practice module (HC3051) that those students who have been awarded high marks be encouraged to publish their posters or articles. I am however saddened to hear that this module is being changed from an article and a poster to a larger single 10,000 word dissertation. This is a great shame because in the present format it would only take a small amount of editing and the incorporation of feedback so that these assessments could easily be submitted to journals or conferences. Changes to the 10,000 word format will mean that a considerable work will be necessary to produce a research output and I think that this will reduce the numbers of projects that will be publicised to a wider audience. My own and my fellow external examiners institutions are in the

process of moving away from these larger pieces and I would like to ask the team to reconsider their decision.

- I would also like to commend the level of student support that would seem to be afforded by the programme team. All the tutors (both academic and clinical) appear to genuinely care for the students welfare and seem very set to support even the weaker students to achieve their goal of becoming a qualified radiographer.

7. Appointment Overview (for retiring External Examiners only)

Not applicable.

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?	x		
8.5	Were suitable arrangements made to consider your comments?	x		
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? I have had access to some prior to exam board dates but I did see everything I needed to on the day prior to the board	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?	x		
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?	x		
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				
8.16	Were you afforded sufficient time to consider samples of assessed work?	x		

		Yes (Y)	No (N)	N/A (N/A)
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