



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Vicky Price		
Home Institution / Employer of External Examiner:	University of Wolverhampton		
Programme and / or Subjects Covered by this Report:	MA (social work)		
Academic Year / Period Covered by this Report:	2012-13	Date of Report:	08/10/2013

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 is well structured to enable students to meet the requirements and demands of a Masters Level qualifying award in social work. It is coherent and meets the professional regulatory requirements.

Strong partnership arrangements exist and there is an holistic approach to learning with some good assessment tasks integrating theory & practice. Students have excellent opportunities for research and are able to link this to practice and the overall quality of dissertations is high.

2. Academic Standards

The programme is maintaining the threshold academic standards set for its award in accordance with the frameworks for higher education qualifications and applicable benchmark statements;

The academic standards and the achievements of students are comparable with those in other UK higher education institutions of which the External Examiner has experience.

3. The Assessment Process

There is a good range of assessed tasks (including time-limited pieces, standard essays, reflections, and, presentations). The internal moderation processes are exemplary and work reaches me (the External Examiner) on time and, for the most part, in good and clear order.

4. Year-on-Year Comments

The team are responsive to comments made and always consider them carefully. There is clear evidence that they have taken comments into account and are open to suggestions for improvements being made.

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

Not applicable

6. Noteworthy Practice and Enhancement

The processes for internal moderation (as noted earlier) are exemplary. Feedback and support for students is high and this is especially evident in dissertation marking – there are always good quality comments, notably for ‘failing’ students.

7. Appointment Overview (for retiring External Examiners only)

I have enjoyed a positive experience as the External Examiner for this award during my period of tenure.

I will start with two areas where I believe continuing consideration is needed. First, I think there could be a stronger ‘critical’ element to the taught material – however, there is another external examiner and this may merely reflect the work I have seen and my own views about social work.

Second, the arrangements for students exiting the award need to be reconsidered. My understanding is that students need 40-50% to be considered for a PGDip and on rare and isolated occasions this had (understandably) led to one or two students receiving a slightly ‘inflated’ grade.

That said, I would stress that these are relatively minor and are outweighed by the exemplary features of the award.

The award works hard to integrate theory and practice and many of the assessment tasks reflect clear attempts to ensure that all aspects are integrated. I like the way that there are ‘assessed tasks’ linked directly to the placement.

Another excellent feature is the opportunities for practice related research which students are offered. Support for dissertations is clearly evidenced and of a good standard.

The award is also very well organised and there is a strong team ethos which no doubts enhances the student experience considerably.

So, as I leave I wish the award all the best for the future and thank you all (staff, administrators and students) for a positive experience.

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/a
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?	Y		
8.7	Was the general standard and consistency of marking appropriate?	Y		
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	Y		
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	Y		
8.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	Y		
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?	Y		
8.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	Y		
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