

Academic & Student Support Services  
Academic Registrar  
Simon Wright LLB  
*Gwasanaethau Academaidd a Chefnogi Myfyrwyr*  
*Cofrestrydd Academaidd*  
*Simon Wright LLB*



Sent by email to [arijit.mukherjee@nottingham.ac.uk](mailto:arijit.mukherjee@nottingham.ac.uk)

24 August 2015

Dear Professor Mukherjee,

**Re: Institutional Response: External Examiner Annual Report 2014 – 2015**

I am writing further to the receipt of your External Examiner's Report for the BSc / BA Economics (Microeconomics).

Your Report has been considered by the School in accordance with our approved procedures. I am, therefore, now in a position to respond on behalf of the Vice-Chancellor to the main points you had raised.

**Issue(s) Highlighted:**

1. The consistency and clarity of comments highlighting reasons for the marks awarded including:
  - providing comments to all answers showing the reasons for the marks;
  - writing the comments clearly;
  - writing zero if not giving any mark to an answer; and
  - making the visibility of part-making (whenever relevant) as a standard practice.

The following response has been provided on behalf of the School:

1. Action will be taken during 2015-16 to try to achieve 100% compliance with 'best practice', and to ensure standardised procedures are effected. In particular, that marks are clearly indicated for each part of multi-part questions (including where zero is awarded). Markers will also be encouraged to write any comments made justifying the marks awarded as legible as possible given the marking timetable within which they have to operate

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

1. Your positive indications regarding the programme structure, academic standards and assessment process;

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I hope that you will find this response satisfactory and thank you for your continued support of the programme and we are most grateful for your valuable input into this process.

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 Student Intranet and will be available to all students and staff.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

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

Yours sincerely,



Mr Simon Wright  
Academic Registrar