

Institutional Response: External Examiner Annual Report 2012-2013 - BA/BSc in Education

Dear Professor Youdell

I am writing further to the receipt of your External Examiner's Report.

In accordance with our standard practice, a copy of the Report is being forwarded to the School concerned, who will use its contents to help inform its Annual Review and Enhancement process. The University is pleased to note your many positive comments, including:

- a. **[1.1, 1.2 and 1.3] your positive indications regarding the programme structure, academic standards and assessment process;**
- b. **[1.3] indications that you were impressed "by the range of approaches to assessment" and by the "inclusion of criteria-specific grading and feedback on the marking sheets";**
- c. **[1.5] your reports that you were "well-inducted", received a comprehensive set of documentation at the beginning of the academic year and that you were supported by a "well-informed and organised administrator";**
- d. **[1.6] your identification of noteworthy practices, including your support for the use made of the Dissertation Conference, the nature of the dissertation handbook and the status given by students to the research diary.**

Your comments at 2.28 regarding your inability to attend the Examining Board in person have been noted. Whilst the University does prefer External Examiners to attend Examining Boards, should you face similar challenges in future it would be helpful if you could inform the School as soon as you are able to discuss appropriate arrangements for you to inform the work of the Board.

Your Report does not appear to raise any specific issues that require a more detailed response. Accordingly, the School has not been asked to respond formally to the Report.

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 Registry web pages and will be available publically.

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,

Mrs Jill Bedford
Director of Registry and Academic Services