



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Professor Marcus Rattray		
Home Institution / Employer of External Examiner:	University of Bradford		
Programme and / or Subjects Covered by this Report:	MPharm (Pharmacy)		
Academic Year / Period Covered by this Report:	2012/13	Date of Report:	10 th August, 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 structure fully meets the requirements of the GPhC, is coherent and fit for purpose. The programme contains numerous elements with add interest to the subject areas.

2. Academic Standards

The academic standards are high, and appropriate for the level of qualification. The standards are comparative to those in other UK schools of Pharmacy, and the achievement of the students is as good as, or higher, than the institutions that I am familiar with.

3. The Assessment Process

The assessment process is clear, fair and rigorous. The exams are well balanced in assessing depth and breadth. There was assessment criteria for all of the work that I saw, and in my opinion the assessment is well geared to the intended learning outcomes. The standards were applied in a similar way across all the modules I had sight of, with special care taken to ensure identical standards of marking for the Taylor (Malaysian) external cohort. The amount of assessment is appropriate for this programme of study. The assessment was conducted in line with University guidelines.

Some improvements can be made in the marking practices. I note that for some questions on exam papers not all the scripts were clearly annotated. Best practice

would be to provide a line or two of comment to explain how the mark is arrived at, and it seems that this is not followed by all markers.

I note question 8.14 below, I am unable to comment on whether adequate feedback has been given on course work, and perhaps some examples of feedback to students could be provided next year.

4. Year-on-Year Comments

One comment I raised last year has been addressed (provision of course handbook).

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

6. Noteworthy Practice and Enhancement

The projects are excellent both of high quality, and of a good range, with students having the opportunity to tackle a research problem in depth. I was impressed by the enthusiasm and knowledge of the students I saw at viva, and it was clear that they have had excellent grounding in research.

The excellent support of students by the staff is apparent.

It is good to have an opportunity to meet students, and I hope this will continue even when vivas are phased out.

7. Appointment Overview (for retiring External Examiners only)

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?	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		
Examining Board Meeting				

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