



EXTERNAL EXAMINER ANNUAL REPORT FORM

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	For completion by External Examiner:		
Name of External Examiner:	Dr Raija Kuisma		
Home Institution / Employer of External Examiner:	University of Brighton		
Programme and / or Subjects Covered by this Report:	MSc Physiotherapy, MSc Neurorehabilitation		
Academic Year / Period Covered by this Report:	20012-13	Date of Report:	29 July 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 seems appropriate and allows the students to complete the programme in reasonable time. The module options give the students a good choice and combinations for both MSc Physiotherapy and MSc Neurorehabilitation and also allow interprofessional as well as intraprofessional learning opportunities. The modules having different credit values allow the students to focus on their speciality but may be confusing if appropriate guidance or in-depth introduction to the modules is not utilised.

2. Academic Standards.

The learning outcomes, teaching and the assessments allow and facilitate the achievement of appropriate academic standards at the M level (=level 7) and this was confirmed by the review of the assessment scripts and documentations of the modules. I was very impressed by the work of the students especially some of the dissertations that I reviewed.

3. The Assessment Process

The assessment process was well laid out, completed and moderated. The assessment criteria and feedback forms could be brought together more closely e.g. by common assessment grids that could be more transparent and specific to the students in their grading and language.

4. Year-on-Year Comments

I am pleased to see that some of my previous comments and discussions with the team on the feedback have been considered. The students' work is continually improving and some innovative research work is coming out, which is pleasing to see.

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

N/A

6. Noteworthy Practice and Enhancement

The dissertation work for both courses is of high standard and some are publishable quality. It may in some cases be too ambitious in its scope and could be focused further to allow more in-depth exploration. It might be worthwhile considering the format of the dissertation as discussed with the team so that the work would be easier to publish, e.g. the dissertation could be presented in the format of publishable paper and in addition in-depth literature review or reflective piece on the process or oral or poster presentation. This might facilitate the publication to benefit the student, the supervisor and also inform the students' workplace on the product of the completed course.

7. Appointment Overview (for retiring External Examiners only)

It has been interesting and enjoyable to be an external examiner for these two courses. The process has been well facilitated by prompt sending of the materials and clear process for the review. The examination boards have been run professionally and efficiently and the students have been considered fairly. I have been able to compare the process as well as students' work to other similar courses in the UK, Europe and overseas and I commend the team on the well presented postgraduate courses which are equivalent in standards to those I know but also offer similar as well as unique modules for physiotherapy applicants to choose from.

Unfortunately I did not have the opportunity to talk to the students during my period as an external examiner but I trust that there are no issues to be concerned of. I wish the team well in the future.

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?	Y		
Draft Examination Question Papers				
8.3	Were you asked to approve all examination papers contributing to the final award?	Y		
8.4	Were the nature, spread and level of the questions appropriate?	Y		
8.5	Were suitable arrangements made to consider your comments?	Y		
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?			N/A
8.7	Was the general standard and consistency of marking appropriate?			N/A
8.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?			N/A
8.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?			N/A
8.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?			N/A
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?			
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?			
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