

**The University of Leeds**  
**EXTERNAL EXAMINER'S REPORT**  
**ACADEMIC YEAR: 2012– 2013**

**Part A: General Information****Subject area and awards being examined**

<i>Faculty / School of:</i>	Healthcare
<i>Subject(s):</i>	
<i>Programme(s) / Module(s):</i>	Pharmaceutical Technology and Quality Assurance (PTQA)
<i>Awards (e.g. BA/BSc/MSc etc):</i>	Postgraduate Certificate, Postgraduate Diploma and Masters

**Completed report**

The completed report should be attached to an e-mail and sent as soon as possible, and no later than six weeks after the relevant meeting of the Board of Examiners, to [exexadmin@leeds.ac.uk](mailto:exexadmin@leeds.ac.uk).

Alternatively you can post your report to: **Head of Academic Quality and Standards**  
Academic Quality and Standards Team  
Room 12:81, EC Stoner Building  
The University of Leeds, Leeds LS2 9JT

**Part B: Comments for the Institution on the Examination Process and Standards*****Matters for Urgent Attention***

*If there are any areas which you think require urgent attention before the programme is offered again please note them in this box*  
None.

***Only applicable in first year of appointment***

*Were you provided with copies of previous relevant External Examiners' reports and the response of the School to these?*

n/a

***For Examiners completing their term of appointment***

*Please comment on your experience of the programme(s) over the period of your appointment, remarking in particular on changes from year to year and the progressive development and enhancement of the learning and teaching provision, on standards achieved, on marking and assessment and the procedures of the School*

n/a

## Standards

**1. Please indicate the extent to which the programme Aims and Intended Learning Outcomes (ILOs) were commensurate with the level of the award**

- *The appropriateness of the Intended Learning Outcomes for the programme(s)/modules and of the structure and content of the programme(s);*
- *The extent to which standards are appropriate for the award or award element under consideration.*

As last year, the aims and ILOs were appropriate for the level of knowledge required in postgraduate study. Standards were equitable within and across compulsory and optional modules.

**2. Did the Aims and ILOs meet the expectations of the national subject benchmark (where relevant)?**

- *The comparability of the programme(s) with similar programme(s) at other institutions and against national benchmarks and the Framework for Higher Education Qualifications.*

The aims and ILOs of the programme continue to be at the appropriate level.

**3. Please comment on the assessment methods and the appropriateness of these to the ILOs**

- *The design and structure of the assessment methods, and the arrangements for the marking of modules and the classification of awards;*
- *The quality of teaching, learning and assessment methods that may be indicated by student performance.*

Assessments are relevant to the students and their workplace, allowing the students to engage. The practice journals, particularly, allow the students to demonstrate how their practice is being improved by their studies.

As I have commented in several MAB reports, it is clear from the work presented that the students are well supported by the programme team. Support is tailored to the students' needs: high achieving students are challenged, while those requiring more assistance receive it.

**4. Were students given adequate opportunity to demonstrate their achievement of the Aims and ILOs?**

- *The academic standards demonstrated by the students and, where possible, their performance in relation to students on comparable courses;*
- *The strengths and weaknesses of the students as a cohort.*

The aims and ILOs are intelligible and the assessment process is transparent. Students are given ample opportunity to demonstrate their achievement. The feedback to students is focussed, detailed and always genuinely useful.

**5. For Examiners responsible for programmes that include clinical practice components, please comment on the learning and assessment of practice components of the curriculum**

n/a

**6. Please comment on the nature and effectiveness of enhancements to the programme(s) and modules since the previous year**

*It would be particularly helpful if you could also identify areas of good practice which are worthy of wider dissemination.*

As PTQA runs on a two year cycle, changes haven't necessarily come through, however, the module team have maintained their high standards.

Last year I commented that the exams relied heavily on essay questions and recall (rather than understanding). This seems to be reducing and I commend the team's efforts – please continue!

**7. Please comment on the influence of research on the curriculum and learning and teaching**

*This may include examples of curriculum design informed by current research in the subject; practice informed by research; students undertaking research.*

As this course is so practice orientated and is delivered by experts working in the field, the course is constantly updated. The assignments address current issues and practice.

## For Examiners involved in mentoring arrangements

**8. If you have acted as a mentor to a new External Examiner or have received mentor support please comment here on the arrangements**

n/a

## The Examination/Assessment Process

**9. The University and its Schools provide guidance for External Examiners as to their roles, powers and responsibilities. Please indicate whether this material was sufficient for you to act effectively as an External Examiner.**

- *Whether External Examiners have sufficient access to the material needed to make the required judgements and whether they are encouraged to request additional information.*

It was helpful.

**10. Did you receive appropriate documentation relating to the programmes and/or parts of programmes for which you have responsibility, e.g. programme specifications or module handbooks, marking criteria?**

- *The coherence of the policies and procedures relating to External Examiners and whether they match the explicit roles they are asked to perform.*

Yes.

**11. Were you provided with all draft examination papers/assessments? Was the nature and level of the questions appropriate? If not, were suitable arrangements made to consider your comments?**

I received them all. In most cases nature and level were appropriate. Any comments I have made have been considered and adjustments made.

**12. Was sufficient assessed / examined work made available to enable you to have confidence in your evaluation of the standard of student work? Were the scripts clearly marked/annotated?**

Yes. Mark sheets and feedback were clear and thorough and helped me and, I imagine, the students.

**13. Was the choice of subjects for dissertations appropriate? Was the method and standard of assessment appropriate?**

Yes and yes. The dissertations were interesting, well carried out by the students and fairly marked by the assessors. Several of the dissertations would be likely to be of interest to practitioners and I would encourage publication of their findings if possible.

**14. Were the administrative arrangements satisfactory for the whole process, including the operation of the Board of Examiners? Were you able to attend the meeting? Were you satisfied with the recommendations of the Board?**

Everything was satisfactory.

**15. Were appropriate procedures in place to give due consideration to mitigating circumstances and medical evidence?**

I believe so.

## Other comments

Please use this box if you wish to make any further comments not covered elsewhere on the form

School of Healthcare

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**UNIVERSITY OF LEEDS**

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24 January 2014

Dear

**Re External Examiner's Report 2012-2013**

I would like to thank you for your considered comments regarding the Pharmaceutical Technology and Quality Assurance programme.

I am very pleased that you find the changes that have been made to the course in response to your previous comments are upholding our high standards. The Programme Team would be very interested to work with yourself and the individual tutors regarding the publication of suitable project reports in the future.

I should like to thank you for your continued support of the programme and your helpful input, which is greatly valued by the team.

With best wishes

Yours sincerely