

## The University of Leeds

## EXTERNAL EXAMINER'S REPORT

ACADEMIC YEAR: 2012– 2013

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

Faculty / School of:	Healthcare
Subject(s):	<i>Nursing</i>
Programme(s) / Module(s):	Postgraduate Certificate in Clinical Assessment BSc (Hons) Nursing BSc (Hons) Healthcare Practice
Awards (e.g. BA/BSc/MSc etc):	MSc and BSc (Hons)

**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.*

The aims and intended learning outcomes of the modules I have reviewed relate well to the overall programme aims. The individual modules combinations allow for a suitable programme content at a standard appropriate to the level of the course. I consider the overall standard is high and there is a clear distinction between the levels.

**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 programmes are comparable to my own institution and most others I have worked with.

**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.*

There is a range of assessment strategies across the various modules and I consider the assessment methods appropriate to the learning outcomes of the individual modules. The methods range from traditional essays and written examinations, through to work-based learning projects and OSCEs, providing well-rounded programmes and allowing the students to develop a range of strategies in meeting the learning outcomes. The pass rates are generally good for all the modules I have been associated with, indicating a good quality of teaching and learning.

**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 pass rates indicate that the majority of students were able to work at a level expected for their specific programme. Although there were some variations in performance between different cohorts, this was within the normal range. The pass rates are what I would expect in relation to other institutions I have been associated with. Failed and borderline students have been provided with precise and constructive feedback and support. Those students that failed on multiple submissions or across multiple modules were generally weak students or failed to access the support offered.

**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.*

N/A

**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.*

All modules that I have reviewed have been current with regards to evidence-based research, and this is evident in the assessment strategies. All modules require the student to demonstrate the referencing of relevant, contemporary literature within the assessment component, indicating the need for evidence-based teaching and learning is recognised.

## 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

**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.*

Yes, I have received all the relevant information I required to undertake my role effectively. Where any queries arose or further information was required, the modules leaders or support staff dealt with my requests swiftly and effectively.

**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.*

I was supplied with all the documentation I required.

**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?**

The majority of modules utilise already validated papers, which I have been previously aware of. Where papers have been amended or components added to, I have been consulted. I have no concerns regarding the suitability of the examinable components.

**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?**

I am satisfied that I have had access to an appropriate number of scripts from each module to be confident that the marking processes are adhered to and the level of feedback to the students is consistent. I have received all scripts from smaller cohorts and a representative sample from larger ones. As in previous years, I would consider the level of feedback to be generally of a high standard. The only difficulties I experienced were technical issues accessing scripts using the new Grademark system via the VLE. However, these were quickly resolved and I was able to view the work I needed to.

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

Where students were required to choose their topic for longer pieces of work, most students chose appropriate subjects. Those students who made inappropriate choices or failed to reach an appropriate standard had frequently failed to access the appropriate support. In all the modules I reviewed, there was clear evidence of discussion between the student and module leader. The use of a learning contract for HECS3218 helped students clarify their choices and provided a documented trail of the support they accessed.

**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?**

Yes

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

I have not been involved with this myself, but the protocols addressing it seem transparent and I have no reason to presume they have not been adhered to.

**Other comments**

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

I would like to thank all the staff, both academic and administrative, for enabling me to fulfil my role this year with relative ease. There has been a good standard of work across all the programmes I have been involved with, and the reviewing process has been an enjoyable one. My overall impression is again that the teaching standards are high and module delivery is well organised. Evidence suggests that the students are well supported and the majority of the students engage positively with their studies.

Baines Wing  
University of Leeds  
Leeds LS2 9JT



**UNIVERSITY OF LEEDS**

6 February 2014

Dear

**Re: External Examiner's Report – 2012/2013**

Thank you for your external examiner's report for 2012-2013.

I am pleased to read that you continue enjoy a good relationship with the programme teams for the Post Graduate Certificate in Clinical Assessment, BSc Healthcare Practice, Graduate Certificates.

The teams are pleased to note your comments regarding the high level of feedback to students on their assessed work. It is also pleasing to note that you consider the aims and learning outcomes continue to relate well to the assessment strategies; and that there is evidence that teaching, learning and assessment are all informed by evidence-based teaching.

Thank you also for your supportive comments on the standard of teaching and quality of learning.

The teams appreciate your comments and suggestions and look forward to working with you over the current academic year..

With kind regards,

Yours sincerely