

The University of Leeds
EXTERNAL EXAMINER'S REPORT
ACADEMIC YEAR: 2013– 2014

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

Faculty / School of:

Leeds University Business School

Subject(s):

Programme(s) / Module(s):

LUBS0040	Introductory Account & Finance
LUBS1045	Personal Tutorials for A&F
LUBS1225	Accounting for Managers
LUBS1235	Intro Financial Accounting
LUBS1245	Intro Management Accounting
LUBS2120	Accounting for Managers
LUBS2250	The Football Business
LUBS2290	Intermediate Finance Accounting
LUBS2295	Intermediate Management Accounting
LUBS3470	Financial Accounting Theory
LUBS3540	Auditing & Information Systems
LUBS3550	Auditing & Assurance Services
LUBS3690	Principles of Taxation
LUBS3865	Financial Analysis
LUBS3880	Corporate Governance

Awards (e.g. BA/BSc/MSc etc):

Accounting & Finance

Name and home Institution / affiliation of Examiner**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.

Alternatively you can post your report to:

Head of Quality Assurance
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

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 learning outcomes of the modules in the programme are appropriate for the award.

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.

Yes, the programme aims and IOLs are of similar standards to other institutions that I am familiar 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.

The assessment methods are rigorous and commensurate with ILOs sought for each module. Students' performance reflected the quality of teaching and assessment methods.

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.

Students achieved the intended aims and ILOs through complemented assessment methods that reflect their various learning skills and abilities. Their performance were consistent throughout comparable courses.

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.

The students reflected well on the changes introduced last academic year with exceptionally excellent performance. Also, the revised programme provided the students with more exemption from professional accounting bodies.

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.

Coursework and final assessments of the programme involve reading published research articles. The students learning process informed by the staff's research interest and practice.

8. Where the programme forms part of an Integrated PhD, please comment on the appropriateness of the programme as training for a PhD

n/a

For Examiners involved in mentoring arrangements

9. 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

10. 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.

All necessary materials are provided.

11. 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.

12. 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?

Yes, all sampled exam papers and other forms of assessments have been provided and they are of appropriate standard.

13. 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?

Sufficient sample provided in evaluating the standard of student work and the scripts have clear audit trail.

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

n/a

15. 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, the whole process was conducted satisfactorily. I attended the meeting and recommendations of the Board abided with the rules and procedures.

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

Yes, all brought cases were fairly treated based on appropriate procedures and agreed rules.

Other comments

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

Overall, the marking was fair and consistent. The audit trail was clear.

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27th August 2014

Reference: External Examination Report 2013-14

Dear <>,

Thank you for your report as external examiner for the academic year 2013-14 in respect of the Accounting & Finance programmes.

I am pleased to note your comments regarding the excellent performance of our students and we are very pleased that you think that the quality of our teaching and assessment methods played some part in this. As you know the ongoing work on the Accounting and Finance programme changes reaches the final year in 2014/15. Thank you once again for your help during this process and especially for your support and advice in 2013/14 following the introduction of LUBS2215 Business Skills. The programme team will be in touch again for your advice regarding the new 'capstone' professional skills module LUBS3650 Critical Cases in Accounting and Finance.

Following the success of last year's Validation Day, we again invited External Examiners to the Business School prior to Exam Board in an attempt to allow examiners dedicated time to scrutinise assessed coursework and exam scripts. I hope you found this useful and I am open to any feedback or suggestions on ways in which this may be improved.

On behalf of the Business School may I again thank you for your suggestions and for your comments on our modules, our programmes, and our examining. We greatly appreciate the assistance you have given to us, and I look forward to meeting you once more at next year's examination board.

Yours sincerely

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Dean, Leeds University Business School

The University of Leeds
EXTERNAL EXAMINER'S REPORT
ACADEMIC YEAR: 2013– 2014

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

Faculty / School of:

Leeds University Business School

Subject(s):

Accounting & Finance

Programme(s) / Module(s):

LUBS1035	Foundations of Finance
LUBS1915	Intro to Financial Accounting
LUBS1925	Intro to Management Accounting
LUBS2055	Academic and Management Skills
LUBS2205	Corporate Finance
LUBS2215	Business Skills for A&F
LUBS3110	Capital Market Theory
LUBS3140	Behavioural Finance
LUBS3150	Int Banking & Finance
LUBS3160	Financial Derivatives
LUBS3620	International Business Finance

Awards (e.g. BA/BSc/MSc etc):

Accounting & Finance

Name and home Institution / affiliation of Examiner**Completed report**

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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

N/A

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?

Yes.

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

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 intended learning outcomes of all modules I examined are appropriate and comparable to the ones set by other top UK institutions. There are very high standards; students graduating from the A&F UG programmes should have strong foundations to either pursue further studies in this area or enter the relevant business sectors.

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.*

Absolutely.

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.*

Academics in the division use a range of designs to assess student performance. I found some of them innovative. The overall assessment process is very robust. Student performance is excellent. This is a testament of the good work undertaken by the division. There is also a lot of support available to students that fail to meet expectations.

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.*

Yes. On average, students appear to have a good grasp of both theoretical and empirical issues in A&F. The challenging assessment methods give students ample opportunities to demonstrate the achievement of the Aims and ILOs.

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.

Several course leaders base their material on academic research papers of very high quality. They also structure the assessment around that material. Several examples of good practice in that respect.

8. Where the programme forms part of an Integrated PhD, please comment on the appropriateness of the programme as training for a PhD

N/A

For Examiners involved in mentoring arrangements

9. 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

10. 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. All material and instructions provided were clear and helpful.

11. 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.

12. 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?

Yes.

13. 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.

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

N/A

15. 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 to all questions.

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

Yes.

Other comments

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

N/A

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27th August 2014

Reference: External Examination Report 2013-14

Dear <>,

Thank you for your report as external examiner for the academic year 2013-14 in respect of the Accounting & Finance programmes.

I am pleased to note that you consider excellent quality of our students' work. My colleagues in the Accounting and Finance Division especially appreciate your comment that:

Students graduating from the [Accounting and Finance] UG programme should have strong foundations to either pursue further studies in this area or enter the relevant business sectors

We are also very pleased to note your comments about the robustness of the assessment process and the range of assessment methods across the Accounting and Finance programme giving students plenty of opportunities to demonstrate their achievements.

Following the success of last year's Validation Day, we again invited External Examiners to the Business School prior to Exam Board in an attempt to allow examiners dedicated time to scrutinise assessed coursework and exam scripts. I hope you found this useful and I am open to any feedback or suggestions on ways in which this may be improved.

On behalf of the Business School may I again thank you for your suggestions and for your comments on our modules, our programmes, and our examining. We greatly appreciate the assistance you have given to us, and I look forward to meeting you once more at next year's examination board.

Yours sincerely

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