

**The University of Leeds**  
**EXTERNAL EXAMINER'S REPORT**  
**ACADEMIC YEAR: 2014– 2015**

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

Faculty / School of:	School of Chemical and Process Engineering
Subject(s):	Aviation
Programme(s) / Module(s):	Aviation Technology & Management, (ATM) ATM with Pilot Studies, ATM Industrial placement
Awards (e.g. BA/BSc/MSc etc):	BSc

**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](mailto: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*

I'm pleased to report that there are no areas of concern. The course is operating well.

**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.*

I find the ILO's are correct and therefore appropriate for this aviation programme. The structure of the Degree course is first class and provides students with a good understanding of the aviation industry.

**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.*

This course more than meets the aims. I wish other institutions were as good.

**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 assessments allowed students to demonstrate a broad range of abilities. Not only were they varied but the task offered students a chance to demonstrate some innovative thinking. I put this down to the commitment shown by the teaching staff to produce an interesting and varied programme of study.

**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.*

Overall, Yes. As I would expect, some students excelled while others may have struggled with the demands of the work but the spread of marks indicates a good solid programme.

**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.*

I do not think there have been any radical enhancements to the programme or modules but there has been consistency in delivering an effective programme which students find interesting and challenging. If other courses could deliver similar levels of consistency then I'm sure student satisfaction would increase.

**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.*

The dissertations showed students were aware of various research topics but of particular interest to me was the use of UAV's in a commercial situation instead of the usual military applications

**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

Whilst I was not appointed as a mentor to <>, a new external, I was able to help him clarify some issues that arose during the day.

## 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, the school is very diligent in sending me the appropriate information for which <> must take all the credit.

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.*

I received all the documentation I required.

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 I was provided with all the draft examination papers together with model answers. I asked to have just one question changed as I deemed it inappropriate and it was changed accordingly and without fuss.

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?

All the exam work undertaken by the students was made available to me as were final dissertations. The marking was clear and unambiguous

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

The range of topics covered by the dissertations was very good. Some followed theoretical models while others adopted a more practical design approach. I found them most interesting.

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?

The admin arrangements are fine and need not be changed. All the externals were present at the board and the recommendation process was very effective. It allowed discussion as and when required.

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

As indicated above, mitigation discussion was allowed and carried out in accordance with regulations. I have no complaints.

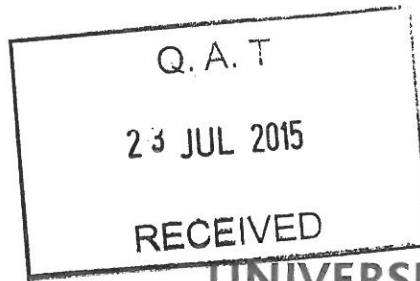
## Other comments

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

This was my third year acting as external to Leeds and I am pleased to report that the course has kept up a very high standard, not only with the calibre of students but the staff seem as keen and enthusiastic as ever. It is easy for a course team to become jaded but this does not seem to be the case here at Leeds. Quite the opposite in fact. There is good leadership here and a strong team behind the success of this course.

Faculty of Engineering

School of Chemical and Process Engineering  
University of Leeds  
Leeds LS2 9JT, UK



UNIVERSITY OF LEEDS

17<sup>th</sup> July, 2015

Dear

**Response to External Examiner's Report  
B.Sc. in Aviation Technology with Pilot Studies  
B.Sc. in Aviation Technology with Management**

This letter acknowledges with thanks and responds to your External Examiner's report, for our two Aviation Technology B.Sc. degrees. On behalf of the School, I wish to thank you for your insightful comments and helpful suggestions for improving the Aviation Technology Programmes.

**Response to Matters for Urgent Attention:** You identified no matters requiring urgent attention.

**Response to Programme-Related Comments:** My colleagues and I were pleased to note that your view of the programme was extremely positive and that no specific areas of concern were raised.

Thank you again.

With best wishes.

Head of School

c.c. AQST