

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

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

<i>Faculty / School of:</i>	Leeds University Business School	
<i>Subject(s):</i>	Research Methodology and Methods	
<i>Programme(s) / Module(s):</i>	LUBS5283M01	Advanced Quantitative Methods
	LUBS5289M01	Panel Data
	LUBS5281M01	Advanced Qualitative Methods
	LUBS5293M01	Understanding Your Discipline
	LUBS5285M01 / 02	Intro to Research Design & DA
	LUBS5287M01 / 02	Nature & Phil of Social Sci
<i>Awards (e.g. BA/BSc/MSc etc):</i>	Masters in Research Methods (MRes)	

**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*

There are no matters for urgent attention

**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 programme is pedagogically robust and has been developed and implemented well. The standards set are an appropriate test for students studying at the Masters level.

**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.*

I have past experience as a Director of Studies for doctoral programmes (at Brunel and Bradford universities) and am familiar with the Framework for Higher Education Qualifications. The programme aims and ILOs at LUBS is consistent with these

**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, and the quality of teaching and learning, as indicated by student achievement, are appropriate throughout the programme.

**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.*

There was ample opportunity for students to demonstrate their capability for all of the modules

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

Not applicable

**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 am unable to comment as this is the first year of my appointment

**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 a research methods masters', current research is embedded within the programme, including the use of current articles for evaluation as part of the assessment strategy.

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

The ESRC has provided clear guidance for programme development for doctoral training. The LUBS M. Res is well aligned to these guidelines. Further, the programme structure enables students to develop their understanding of research methods. It is a solid foundation for doctoral studies

**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**

Not applicable

**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.*

The materials supplied were satisfactory

**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?**

Not applicable

**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

**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

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08 April 2016

Dear <<>>,

I would like to begin by thanking you most sincerely, on behalf of the Graduate School and of everyone involved in our doctoral research programme, for your report as our external examiner. Thank you also for finding time to undertake the tasks involved.

I was very pleased to receive your positive judgements. We are continuing to review our delivery in the spirit of continuous improvement, and this was very helpful. For 2016/17 we are introducing some changes to scheduling, timetabling and assessment deadlines to improve the delivery of some of our modules, and with some tidying of module descriptors; but our programme design and main learning outcomes continue as before. Your feedback on the quality of our content and delivery is therefore both welcome and valuable.

Thank you again for your report. We very much look forward to working with you next year.

Yours sincerely,

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**Dean  
Leeds University Business School**

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