

The University of Leeds
EXTERNAL EXAMINER'S REPORT
ACADEMIC YEAR: 2015– 2016

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

Faculty / School of:	Leeds University Business School
Subject(s):	International Business
Programme(s) / Module(s):	Modules on the all variants of the BSc International Business
Awards (e.g. BA/BSc/MSc etc):	BSc in International Business

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?

na

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

na

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 structure and content of the programme and learning outcomes are appropriate for programmes of this type. The standards for the award is also appropriate.
- 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 programme compares very favourably with similar programmes at other universities.
- 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 for the programme are well constructed and provide good tests of the ILOs of the programme. I am convinced that the marking of the modules and the classification of awards based on the marks is effectively done.
- 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 standards demonstrated in the assessments by the students demonstrates high level achievement by many, good achievement by the vast majority, with only a very small minority displaying disappointing performance. I think the assignments provide the students with ample opportunities to demonstrate that they have achieved the ILOs and also permits them to display excellent and good performance. I think the performance of the students compares very favourably with similar programmes in other universities.
- 5. For Examiners responsible for programmes that include clinical practice components, please comment on the learning and assessment of practice components of the curriculum**

na
- 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.

My comments last year on use of multiple choice questions in examination has been adequately addressed by the course team.
- 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.

Many of the modules displayed evidence of being informed by contemporary research agendas.
- 8. Where the programme forms part of an Integrated PhD, please comment on the appropriateness of the programme as training for a PhD**

na

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**

na

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 provision of information to help me undertake my duties was excellent.

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.

The provision of documentation and support to enable me carry out my tasks was excellent.

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?

I was provided with drafts of exam papers etc and the nature and level of the questions was appropriate. In the few occasions when I suggested some minor changes the process was quickly and efficiently carried out.

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?

I was provided with sufficient work to enable me to be confident about the fairness and consistency of the marking and on the suitability of the standard of the student's work. The scripts that I saw were annotated sufficiently to demonstrate good reasons for the marks that were awarded that the work had been effectively moderated by second makers.

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

Yes.

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 Board was conducted in an efficient and fair manner with due consideration to maintaining standards and ensuring fair and consistent outcomes. I was able to attend the board and I am satisfied with the recommendations made by the Board.

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

Leeds University Business School

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Leeds LS2 9JT

W business.leeds.ac.uk



UNIVERSITY OF LEEDS

Wednesday 26th October 2016

Dear

Thank you for your report as external examiner for the academic year 2015-16 in respect of the International Business programmes.

I am pleased to note you are satisfied that the structure and content of the programmes is commensurate with the award. I am encouraged to read your positive comments about the standards of the programme outcomes, the influence of research on the curriculum and learning and teaching, robust assessment processes and student performance. I am also encouraged to see that you have observed our progress on module assessment since last year.

On behalf of the Division may I again thank you for your helpful comments on our modules, our programmes, and our examining. We greatly appreciate the assistance you have given to us.

Yours sincerely,

Dean, Leeds University Business School

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