

The University of Leeds

EXTERNAL EXAMINER'S REPORT

ACADEMIC YEAR: 2016-17

Part A: General Information

Subject area and awards being examined

Faculty / School of:	Leeds
Subject(s):	<i>Year 1 MChD</i>
Programme(s) / Module(s):	DSUR Introduction to Dentistry and Medicine DSUR Introduction/PPD DSUR H&HP DSUR IOE DSUR ODDR DSUR APM DSUR Clin Practice 1
Awards (e.g. BA/BSc/MSc etc):	

Part B: Comments for the Institution on the Examination Process and Standards

Points of innovation and/or good practice

*The visit was well organized and the school took good care of the external examiners.
The information that was to be examined was well prepared, organized, complete and transparent, further questions were answered quickly and adequately.
Calibration and standard setting were well documented.*

Enhancements made from the previous year

It seemed that the enormous workload resulting from the extensive testing and assessing in the past years had been seriously reflected on and currently subject of change, first steps made and next steps planned for

Matters for Urgent Attention

No matters of urgent attention other than the challenge of decreasing the testing and related workload

For Examiners in the first year of appointment

1.	Were you provided with an External Examiners Handbook?	Y / N
2.	Were you provided with copies of previous relevant External Examiners' reports and the response of the School to these?	Y / N
3.	Were you provided with a External Examiner Mentor?	Y / N

For Examiners completing their term of appointment

4.	Have you observed improvements in the programme(s) over the period of your appointment?	Y / N
5.	Has the school responded to comments and recommendations you have made?	Y / N
6.	Where recommendations have not been implemented, did the school provide clear reasons for this?	Y / N

7.	Have you acted as a External Examiner Mentor?	Y /N
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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

8.	Is the overall programme structure coherent and appropriate for the level of study?	Y
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9.	Does the programme structure allow the programme aims and intended learning outcomes to be met?	Y
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10.	Are the programme aims and intended learning outcomes commensurate with the level of award?	Y
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11.	Did the Aims and ILOs meet the expectations of the national subject benchmark (where relevant)?	?
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12.	Is the programme(s) comparable with similar programmes at other institutions?	Y
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This first year program incorporates the various aspects of dentistry and aligned assessments thus providing the students with a good understanding of and preparation for the academic and professional requirements for their future training and profession

13.	Is the influence of research on the curriculum and learning and teaching clear?	Y
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The variety of learning and assessment methods among which papers and presentations, reflect students learning and delivering of knowledge application and development

14.	Does the programme form part of an Integrated PhD?	N
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Please comment on the appropriateness of the programme as training for a PhD:

15.	Does the programme include clinical practice components?	Y
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Please comment on the learning and assessment of practice components of the curriculum here: Actual practice components are not part of the summative assessments thus no comments on this

16.	Is the programme accredited by a Professional or Statutory Regulatory Body (PSRB)?	?
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Please comment on the value of, and the programme's ability to meet, PSRB requirements here:

Assessment and Feedback

17.	Does the programme design clearly align intended learning outcomes with assessment?	Y
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A wide variation of assessment methods is used, the outcomes showed a variation in performance but overall pass rates that seems to confirm the assessments being well aligned with the teaching and learning. Programs that showed a high failure percentage last year significantly improved this year.

18.	Is the design and structure of the assessment methods appropriate to the level of award?	Y
19.	Were students given adequate opportunity to demonstrate their achievement of the programme aims and intended learning outcomes?	Y
<i>The present cohort performed well on all modules with respect to pass rates, they performed better than the previous year. Relatively few high grades were achieved.</i>		
<i>Please use this box to provide any additional comments you would like to make in relation to assessment and feedback:</i>		

The Progression and Awards Process

20.	Were you provided with guidance relating to the External Examiners role, powers and responsibilities in the examination process?	Y
21.	Was the progression and award guidance provided sufficient for you to act effectively as an External Examiner?	Y
22.	Did you receive appropriate programme documentation for your area(s) of responsibility?	Y
23.	Did you receive appropriate module documentation for your area(s) of responsibility?	Y
24.	Did you receive full details of marking criteria applicable to your area(s) of responsibility?	Y
25.	Were you provided with all draft examination papers/assessments?	Y
26.	Was the nature and level of the assessment questions appropriate?	Y
27.	Were suitable arrangements made to consider your comments on assessment questions?	Y
28.	Was sufficient assessed work made available to enable you to have confidence in your evaluation of the standard of student work?	Y
29.	Were the examination scripts clearly marked/annotated?	Y
30.	Was the choice of subjects for final year projects and/or dissertations appropriate?	Y
31.	Was the method and standard of assessment appropriate for the final year projects and/or dissertations?	Y
32.	Were the administrative arrangements satisfactory for the whole process, including the operation of the Progression and Awards Board?	Y
33.	Were you able to attend the Progression and Awards Board meeting?	Y
34.	Were you satisfied with the recommendations of the Progression and Awards Board?	Y
35.	Were you satisfied with the way decisions from the School Special Circumstances meeting were communicated to the Progression and Awards Board?	Y
<i>Please use this box to provide any additional comments you would like to make on the questions above:</i>		

Other comments

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

The School Special Circumstances meeting was very well prepared and decisions were made clearly in perspective of the regulations on Special Circumstances. The Progression and Awards board meeting was also well prepared, structured and reflective on the outcomes such as for example “very few students showed high scores, this needs to be looked further into”.

Part C: School Response to External Examiner Report**Name of School and Head of School (or nominee)**

Title and Name of Responder:

Position*:

Faculty / School of:

Address for communication:

Email:

Telephone:

Head of School	
<i>Faculty of Medicine and Health / School of Dentistry</i>	
Level 6, Worsley Building, Clarendon Way, Leeds, LS2 9LU	

**If the individual responding to the report is not the Head of School please state their position within the School.*

Completing the School response

The completed School response (including the full original report) should be attached to an e-mail and sent to the Pro-Dean for Student Education in the relevant Faculty. Following approval by the Pro-Dean for Student Education, the School must send the response (including the full original report) directly to the External Examiner. A copy must also be emailed to the Quality Assurance Team at gat@leeds.ac.uk. External Examiners should receive a formal response no later than six weeks after receipt of the original report.

Response to Points of innovation and/or good practice

We are happy that you found your visit to be well organised and that you feel that the School takes good care of our external examiners. We are also pleased that you found that the information for you to examine was well prepared and transparent and that any further questions were answered quickly. It is helpful to have your observation that our calibration and standard setting process are well-documented.

Response to Enhancements made from the previous year

It is reassuring that you have observed that our assessment in previous years was an enormous workload and that the School has reflected on this, made some rationalisation of assessment and continues in the process of implementing change.

Response to Matters for Urgent Attention

If any areas have been identified for urgent attention before the programme is offered again please provide a specific response to them here:

We are pleased that, other than the ongoing rationalisation of assessment and the workload this creates for staff and students, you identify no other areas for urgent attention.

Response to questions 1-7 (and related comments)

Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:

Not applicable

Standards**Response to questions 8 to 16 (and related comments)**

Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:

We are pleased that you confirm that the programme structure is coherent and appropriate and that the structure allows the aims and learning outcomes to be met, commensurate with the level of award. We note that you are unsure of a response to the question as to whether the aims and learning outcomes meet the expectations of the national subject benchmark. We have mapped all of our aims and learning outcomes to the General Dental Council's guidance document "Preparing for Practice" (copy attached) and would be very happy for you to review this. The last GDC inspection found the programme to be sufficient. It is good to know that you find the programme comparable with similar programmes at other institutions.

Assessment and Feedback

Response to questions 17 to 19 (and related comments)

Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:

We are pleased that you observe that the assessments are well aligned with the teaching and learning and that the pass-rate for those assessments which had a high failure rate has significantly improved this year.

The Progression and Awards Process

Response to questions 20-35 (and related comments)

Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:

We are pleased that you have indicated that you had the appropriate documentation and information pertaining to the assessment process. Your comments that the Special Circumstances meeting and Progression and awards board were well prepared are welcome. Similarly, we are pleased that you noted that there was reflection on the outcomes in the meetings and that these would be followed up.

Other comments

Response to items included in the 'Other Comments' section of the report

See above comments relating to Progression and Awards.

We are grateful for your ongoing and valuable input as external examiner.