

This appendix contains Year Leader's responses to 2017/18 External Examiners' comments and updates to actions from 2016/17 External Examiners' report (if applicable).

As Year Leader please ensure you reflect on External Examiners' comments in the Course Review section. Please ensure that any actions to be taken in response to these comments have been recorded in you 25a1 01 v-4m)00.000008869 0 52 84.8

Collaborative Report

Exam board meeting: 27-Jun-

1.4 Resources (in so far as they affected the assessment)

The external examiners would value a print-out of module descriptors and lecture lists being made available on the scrutiny days (or possible emailed prior to arrival).

It would also be helpful to examiners (particularly new ones) if the RVC set out their objectives or desires for external examiner action in advance of the scrutiny days.

In relation to the point above, it would be valuable if RVC developed a policy document which set out clear guidance for external examiners. As an example, it would be helpful for both staff and examiners to have specific boundaries in relation to the marks achieved by individual students. It is not normal practice for external examiners to be co

Response from college requested: **NO**

Discuss

Action Required:

Markers to be reminded about the RVC policy of annotation of scripts when marking is issued.

Action Deadline:

01-Jan-2019

Action assigned to:

Exams Office

3.5 In your view, are the procedures for assessment and the determination of awards sound and fairly conducted? (e.g. Briefing, Exam administration, marking arrangements, Board of Examiners, participation by External Examiners)

The procedures are absolutely sound and

3.6 Opinion on changes to the assessment procedures from previous years in which you have examined

4.1 Comments I have made in previous years have been addressed to my satisfaction

Yes

4.3 I approved the papers for the Examination

Yes

Additional comments, particularly if your answer was no:

Response from college requested: NO

COURSE DIRECTOR: Dr Lisa Thurston

Course Director Response:

n/a

Action Required:

Action Deadline:

Action assigned to:

**4.4 I was able to scrutinis
my duties**

Yes

Additional comments, particularly if your answer was no:

Response from college requested: NO

COURSE DIRECTOR: Dr Lisa Thurston

Course Director Response:

n/a

Action Required:

Action Deadline:

Action assigned to:

4.5 I attended the meeting of the Board of Examiners held to approve the results of the Examination

Yes

4.7 The standards set for the awards are appropriate for qualifications at this level, in this subject

Yes

Additional comments, particularly if your answer was no:

Response from college requested: NO

COURSE DIRECTOR: Dr Lisa Thurston

Course Director Response:

n/a

Action Required:

Action Deadline:

Action assigned to:

4.8 The standards of student performance are comparable with similar programmes or subjects in other UK institutions with which I am familiar

Yes

Additional comments, particularly if your answer was no:

Response from college requested: NO

COURSE DIRECTOR: Dr Lisa Thurston

Course Director Response:

n/a

Action Required:

Action Deadline:

Action assigned to:

4.9 I have received enough support to carry out my role

Yes

Additional comments, particularly if your answer was no:

Response from college requested: NO

Completion

If you have iden

