**External Examiner Subject Report 2019-20**

**Instructions for Completion**

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| **External Examiner Subject Report** |

Section 1: **(please liaise with your School contact to ensure that this table is accurately completed).**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Module Code(s) and Title(s) |  | | | | |
| School/Faculty |  | | | | |
| Year of delivery | 2019-20 | UG | Y/N | PGT | Y/N |
| ***• If you have moderated both UG and PG modules, please complete one subject report to address all UG modules and one subject report to address all PG modules.***  ***• If you have moderated either only UG or only PGT modules, please complete one subject report to address all modules.*** | | | | | |

Section 2:

|  |  |
| --- | --- |
| Name |  |
| Institution |  |
| Position |  |
| Email |  |

Section 3:

|  |  |  |
| --- | --- | --- |
| **Were you completely satisfied with:** | Yes | No |
| The quality of the module information provided by the School? |  |  |
| The relevance of the module information provided by the School? |  |  |
| The module learning outcomes? |  |  |
| The arrangements for approving draft examinations? |  |  |
| The arrangements for approving other written assessments? |  |  |
| The arrangements for approving non-written/practical assessments? |  |  |
| The arrangements for accessing placements/professional experience? |  |  |
| The alignment between the module assessments and learning outcomes? |  |  |
| The conduct of the Board of Examiners meeting? |  |  |
| The standards applied at the threshold/‘pass’ mark? |  |  |
| The standards applied beyond the threshold? |  |  |
| The consistency of standards over time? |  |  |
| The standards in comparison to other institutions? |  |  |
| The fairness of the assessment system? |  |  |
| The equitable operation of the assessment system? |  |  |
| The fairness of the moderation system? |  |  |
| The effectiveness of the moderation system? |  |  |
| The compliance of the assessment system with the University regulations? |  |  |
| The School’s response to your previous recommendations? |  |  |

Section 4:

1. If you have responded “No” to any element of question 3, please complete columns one and two of the table below. Column three will be completed by the School and returned to you.
2. If you have any additional recommendations, please complete columns one and two of the table below. Column three will be completed by the School and returned to you.

|  |  |  |
| --- | --- | --- |
| Module Code(s) and Title(s) | Recommendations | School Response  (including, where relevant, measureable outcomes and target completion dates). |
|  |  |  |
|  |  |  |
|  |  |  |

Section 5:

If you have identified any exemplary practice which should be shared with the wider University, please complete columns one and two of the table below. Column three will be completed by the School and returned to you.

|  |  |  |
| --- | --- | --- |
| Module Code(s) and Title(s) | Exemplary Practice | School Response  (including dissemination plans and target completion dates). |
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|  |  |  |
|  |  |  |

Section 6: Please print name and date below, and return in Word format by email to [externalexaminers@qub.ac.uk](mailto:externalexaminers@qub.ac.uk).

|  |  |  |
| --- | --- | --- |
|  | Name | Date |
| External Examiner |  |  |
| Module Coordinator(s) |  |  |
| Director of Education/PGT |  |  |
| Head of School |  |  |