

External Examiner Report 2024-2025

Thank you for taking the time to complete this report, here are some notes for guidance:

- External examiners complete this form annually.
- The report is usually submitted within a month of the main Assessment Board that you attend.
- The university circulates the report widely (internally), and **makes the report available in full to students**. Please do not name or identify individual staff or students in the report.
- *Mandatory questions will appear with a red asterisk beside them.*
- When commenting, please specify the module code if known, and likewise if the point relates to a partner module please state the academic partner name. **The narrative sections of the report have been split to enable examiners covering both on-campus UEL modules and partner modules to separate out their comments.** This will assist the university to respond appropriately, where applicable.
- If after starting your report you require more time before submitting, please select the 'Save and finish later' button at the bottom of the page. When you click on this option a link will be displayed on your screen; please save the link to return to your report or alternatively select the option for the link to be sent to you via email. **This link is only available to you - please keep it safe.**
- There will be an opportunity to download a pdf copy of your responses at the end of the report. Please click on the option 'my responses' to download.
- You can expect a written response to your comments from the School responsible for the Department(s) or Course(s) that you examine.
- Should you have a major concern at any time during your term of office please feel free to write to the Head of Quality Assurance & Enhancement or the Vice-Chancellor.

If you have any questions about completing the report please email extexam@uel.ac.uk

The University of East London takes protection of your personal data very seriously and will only process your personal data in line with the Data Protection Principles. You have rights associated with how organisations manage your personal data including the right to understand how your data will be processed and access to copies of your personal data if required. For more information on these rights please contact dpo@uel.ac.uk

Some of the questions below have been pre-populated with answers based on information in your contract of employment. If any of this information is incorrect please change it and provide an explanation of the change(s) in the free text box halfway down the page.

Academic Session:

0/32,000 characters

Name of External Examiner:

0/32,000 characters

Name of Home Institution and/or other Professional/Institutional Affiliation:

0/32,000 characters

Title of Department externally examining within at UEL:

- Allied and Public Health
- Applied Sport and Exercise Sciences
- Architecture and Visual Arts
- Bioscience
- Business, Entrepreneurship and Finance
- CELT
- Computer Science and Digital Technologies
- Education
- Engineering and Construction
- Fashion
- Innovation and Management
- Law, Policing and Justice
- Media
- Music, Writing and Performance
- Nursing and Midwifery
- Psychology and Human Development
- Social Work, Counselling and Social Care
- Royal Docks School of Business and Law, Lead Examiner
- School of Arts and Creative Industries, Lead Examiner
- School of Architecture, Computing and Engineering, Lead Examiner
- School of Childhood and Social Care, Lead Examiner
- School of Health, Sport and Bioscience, Lead Examiner

Title of School externally examining within at UEL:

- Royal Docks School of Business and Law
- School of Architecture, Computing and Engineering
- School of Arts and Creative Industries
- School of Childhood and Social Care
- School of Health, Sport and Bioscience

Course title (if known):

0/32,000 characters

Are you contracted as a Lead Examiner? *(Most examiners are not; Lead Examiners attend boards where award classifications are conferred.)*

- Yes
 No

Did you examine modules/courses for any academic partner institutions? *

- Yes
 No

Please list the name(s) of any academic partner institution(s): *

0/32,000 characters

If your personal details have changed in the last year, or you have changed any of the pre-populated questions above, please provide details of these changes. We use this to update our records. For example, please tell us if you are now working for a different employer or you have changed your home/work address.

0/32,000 characters

Please provide details of the boards that you have participated in. *There is a free text box to add any additional board dates below.*

Please state date of Assessment Board

Did you attend?

- Yes
 No

Please state date of Assessment Board

Did you attend?

- Yes
 No

Please state date of Assessment Board

Did you attend?

- Yes

No

Please list here any additional boards that you participated in.
Please provide the date of the board (DD/MM/YYYY) and confirm whether you participated in the board.

0/32,000 characters

Have there been any changes to your circumstances that may affect your ability to act impartially as an External Examiner at UEL? *

Yes

No

You have ticked 'yes' please provide details *

0/32,000 characters

PART ONE – OVERALL FINDINGS

*

From the evidence available to me, I confirm that the standards set within the department, (as evidenced by the modules reviewed) are appropriate for qualifications at this level, in this subject

Yes

No

From the evidence available to me, I confirm that the marks awarded for student assessments are appropriate

Yes

No

*

From the evidence available to me, I confirm that the marks awarded for student assessments are comparable with marks awarded at other institutions with which I am familiar

Yes

No

Not applicable

*

From the evidence available to me, I confirm that the processes for assessment and examination in the determination of credit for modules are soundly and fairly conducted, in line with university regulations and relevant Professional, Statutory and Regulatory Body requirements

Yes

No

From the evidence available to me, I confirm that students have the opportunity to achieve standards beyond the threshold level

Yes

No

*

From the evidence available to me, I confirm that the opportunity for students to achieve standards beyond the threshold level is comparable with other institutions with which I am familiar

Yes

No

Not applicable

If the answer to any of the questions above is 'no', please provide a brief statement of the respects in which they fall short. **Please specify the module code if known**, and likewise **if the point relates to a partner module please state the academic partner name**. This will assist the university in taking any relevant action required.

We have provided separate boxes to gather comments on modules delivered on-campus at UEL and those of our academic partners.

On-Campus UEL Comments - please use this section to provide your comments for on-campus modules only. **Please specify the module code, if known.**

0/32,000 characters

Academic Partner Comments - please use this section to provide your comments for partner modules only. **Please specify the module code, if known and the academic partner name.**

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The university has a particular interest in the areas described in the section headings below. We would also welcome your views on any other matters, and space for this is available at the end of the form.

The standards attained by the students

In reaching a judgement, you may wish to refer to documents within the QAA UK Quality Code for Higher Education, QAA Subject Benchmark Statements, the Framework for Higher Education Qualifications in England, University regulations governing the standards of awards, professional body accreditation requirements and other relevant information. Please indicate the extent to which you agree with the statements below *

The standards of our students meet threshold benchmarks, internal, and external, including professional body requirements/standards

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The subject knowledge of our students is comparable to their peers at other institutions

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The standard of academic skills of our students is comparable to their peers at other institutions

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The pass rates of our students are comparable to their peers at other institutions

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

I cover UEL academic partner modules and can confirm that the above comparisons also apply to those modules

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

You may use the section below to provide any additional comments and/or highlight examples of good practice (optional). We have provided separate boxes to gather comments on modules delivered on-campus at UEL and those of our academic partners. If known, please include the module code, and if your comment relates to a partner module, please specify the name of the academic partner. This information will help the university respond appropriately, where applicable.

On-Campus UEL Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). **Please specify the module code, if known.**

0/32,000 characters

Academic Partner Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). ***Please specify the module code, if known and the academic partner name.***

0/32,000 characters

The design and structure of the assessment

Please indicate the extent to which you agree with the statements below *

All learning outcomes are assessed appropriately

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The assessment methods are fair

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The assessment methods are inclusive

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

There is an appropriate range of assessments

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Assessment methods stretch students to perform above threshold levels

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

These statements above apply similarly to assessments provided by our academic partners if you cover partner modules

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The general conduct of the assessment

Please confirm *

I received all of the draft assessment tasks (for the modules in my allocation that ran in the current academic year)

- Yes
- No
- Not applicable

The nature and level of the assessment tasks were appropriate

- Yes
- No
- Not applicable

Suitable arrangements were made to consider my comments

- Yes
- No
- Not applicable

If you are required by a professional body to meet/observe students, did this happen?

- Yes
- No
- Not applicable

If you requested a sample of on-campus materials, did you receive it? (Applicable to examiners covering Franchise partner modules.) Franchise: where UEL have licenced other institutions to deliver whole courses or stages of courses that also run on the UEL campus.

- Yes
- No
- Not applicable

Please indicate the extent to which you agree with the statements below *

Appropriate procedures are in place for the moderation of papers

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Assessment boards are conducted appropriately

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

It is easy to distinguish between students at each centre of delivery (applicable to examiners who cover more than one academic partner or an academic partner with different campuses)

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Progression decisions were made fairly and consistently, in adherence to the regulations

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

You may use the section below to provide any additional comments and/or highlight examples of good practice (optional). *We have provided separate boxes to gather comments on modules delivered on-campus at UEL and those of our academic partners. If known, please include the*

module code, and if your comment relates to a partner module, please specify the name of the academic partner. This information will help the university respond appropriately, where applicable.

On-Campus UEL Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). **Please specify the module code, if known.**

0/32,000 characters

Academic Partner Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). **Please specify the module code, if known and the academic partner name.**

0/32,000 characters

Marking

Please confirm *

I received examples of assessment for all modules

- Yes
 No
 Not applicable

I received an appropriate range of examples of work

- Yes
 No
 Not applicable

Suitable arrangements were made to consider my comments

- Yes
 No
 Not applicable

Please indicate the extent to which you agree with the statements below *

Internal marking is accurate

- Agree
 Neither agree nor disagree
 Disagree
 Not applicable
 Not enough information to say

Internal marking is consistent

- Agree
 Neither agree nor disagree
 Disagree
 Not applicable
 Not enough information to say

Appropriate procedures are followed for marking

- Agree
 Neither agree nor disagree
 Disagree
 Not applicable
 Not enough information to say

There is implementation of UEL's policy on Second and Anonymous Marking

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

There are clear marking criteria

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

There is appropriate use of the full range of marks

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Feedback is appropriate and supports students' learning

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Feedback is consistent

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

These statements apply similarly to marking at our academic partners if you cover partner modules

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

You may use the section below to provide any additional comments and/or highlight examples of good practice (optional). *We have provided separate boxes to gather comments on modules delivered on-campus at UEL and those of our academic partners. If known, please include the module code, and if your comment relates to a partner module, please specify the name of the academic partner. This information will help the university respond appropriately, where applicable.*

On-Campus UEL Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). ***Please specify the module code, if known.***

0/32,000 characters

Academic Partner Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). ***Please specify the module code, if known and the academic partner name.***

0/32,000 characters

The modules

Please indicate the extent to which you agree with the statements below *

The standards of modules meet internal and external threshold benchmarks, including professional body requirements

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The content of modules is appropriate

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The structure of modules is appropriate

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Modules are up to date with current thinking in the discipline

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Modules consistently demonstrate high quality teaching standards

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The modules prepare students for employment

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The modules prepare students for further study

- Agree
- Neither agree nor disagree

- Disagree
- Not applicable
- Not enough information to say

Module Development and Enhancement Plans

Module Development and Enhancement Plans (MDeP) serve as the process for Module Leaders to record their reflections on the module in time for the assessment board. These should be made available to the External Examiner at the same time as the student assessment sample. *For examiners covering academic partner modules, this will be the end of module report.*

I received a Module Development and Enhancement Plan (MDeP) or end of module report for the modules I examine. *

- Yes
- No
- Partly

I found the Module Development and Enhancement Plan(s) or end of module report(s) helpful. *

- Yes
- No
- Partly

You may use the section below to provide any additional comments and/or highlight examples of good practice (optional). *We have provided separate boxes to gather comments on modules delivered on-campus at UEL and those of our academic partners. If known, please include the module code, and if your comment relates to a partner module, please specify the name of the academic partner. This information will help the university respond appropriately, where applicable.*

On-Campus UEL Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). ***Please specify the module code, if known.***

0/32,000 characters

Academic Partner Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). ***Please specify the module code, if known and the academic partner name.***

0/32,000 characters

Learning Environment

To support you completing the following section, please refer to Module Development and Enhancement Plans (MDeP) or for examiners covering academic partner modules, this will be the end of module report.

*

Students are engaged

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Students who are underrepresented in Higher Education can succeed

- Agree
- Neither agree nor disagree

- Disagree
- Not applicable
- Not enough information to say

Appropriate resources are in place to support delivery and help students succeed

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

The learning environment is stimulating for students, providing the right level of challenge

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Opportunities exist for students to engage in activities that benefit their personal and professional development

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Opportunities exist for students to engage in activities that benefit society

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Execution of the Examiner Role

Please indicate the extent to which you agree with the statements below *

I have a productive relationship with the academics responsible for modules in my remit

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Administrative arrangements are in place to help me succeed in my role

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

I received all the information I needed to answer the questions in this report

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

I am a new examiner and I received all the support I needed from the institution (UEL-wide induction via Moodle)

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

I am a new examiner and I received all the support I needed from the school (school level induction)

- Agree
- Neither agree nor disagree
- Disagree
- Not applicable
- Not enough information to say

Mentoring

Please select not applicable to the following questions if you have not been involved with mentoring this year, as either a Mentor or Mentee.

If this was your first external examining role, were you allocated a mentor? *

- Yes
- No
- Not applicable

Did you have contact with your mentor? *

- Yes
- No

Please indicate what areas were discussed to support you in your role: *

Role of the external examiner

- Yes
- No

Assessment processes at UEL

- Yes
- No

Assessment board arrangements

- Yes
- No

Annual reporting

- Yes
- No

Consultation process for modified modules

- Yes
- No

Was the process beneficial? *

- Yes
- No

Did you mentor a new external examiner this year? *

- Yes
- No
- Not applicable

Was the process beneficial? *

- Yes
- No
- Not applicable

You may use the section below to provide any additional comments and/or highlight examples of good practice (optional). If you were involved in mentoring, please comment on the process, for example, what worked well or what could improve the process.

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relates to a partner module, please specify the name of the academic partner. This information will help the university respond appropriately, where applicable.

On-Campus UEL Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). **Please specify the module code, if known.**

0/32,000 characters

Academic Partner Comments - please use this section to provide any additional comments and/or highlight examples of good practice (optional). **Please specify the module code, if known and the academic partner name.**

0/32,000 characters

Previous Report

Were there matters arising from the previous report that required a response? *

- Yes
 No
 Not applicable

Were these matters adequately addressed? *

- Yes
 No
 Not enough information to say

Overall Experience

Please select not applicable if you are in the first year of your appointment

Overall, since last year my experience as an external examiner has: *

- Improved
 Stayed the same
 Declined
 Not applicable

Further Comments

When commenting, **please specify the module code if known**, and likewise if the point relates to a partner module **please state the module code and academic partner name**. This will assist the university in taking any relevant action required.

Areas of Good Practice

On-Campus UEL Comments - please comment on any areas of good practice that you would particularly like to highlight. **Please specify the module code, if known.**

0/32,000 characters

Academic Partner Comments - please comment on any areas of good practice that you would particularly like to highlight. *Please specify the module code, if known and the academic partner name.*

0/32,000 characters

Areas that Could be Improved

On-Campus UEL Comments - please comment on areas that could be improved. If you have given a negative response to any of the questions, it would be particularly helpful to understand why that is. *Please specify the module code, if known.*

0/32,000 characters

Academic Partner Comments - please comment on areas that could be improved. If you have given a negative response to any of the questions, it would be particularly helpful to understand why that is. *Please specify the module code, if known and the academic partner name.*

0/32,000 characters

Any Other Comments

On-Campus UEL Comments - any other comments not mentioned elsewhere. If this is your final report, we would be particularly interested in a summary of your findings over your term of office. *Please specify the module code, if known.*

0/32,000 characters

Academic Partner Comments - any other comments not mentioned elsewhere. If this is your final report, we would be particularly interested in a summary of your findings over your term of office. *Please specify the module code, if known and the academic partner name.*

0/32,000 characters

Run PART THREE of the survey?

Yes

No

Awards

Please confirm *

From the evidence available to me, I confirm that the standards set for the awards are appropriate for qualifications at this level

- Yes
 No

From the evidence available to me, I confirm that the standards of attainment and completion are comparable with similar courses or subjects in other UK Institutions with which I am familiar

- Yes
 No

From the evidence available to me, I confirm that the processes for assessment, examination and the determination of awards are sound and fairly conducted, in line with university regulations and relevant Professional, Statutory and Regulatory Body requirements

- Yes
 No

If the answer to any of the questions above is 'no', please provide a brief statement of the respects in which they fall short.

0/32,000 characters

Please indicate the extent to which you agree with the statements below *

The standards of student attainment is equivalent to peers on comparable courses elsewhere

- Agree
 Neither agree nor disagree
 Disagree
 Not applicable
 Not enough information to say

The standard of the courses on which awards have been made are appropriate for the awards to which they lead

- Agree
 Neither agree nor disagree
 Disagree
 Not applicable
 Not enough information to say

Appropriate procedures are in place for operation of the assessment board

- Agree
 Neither agree nor disagree
 Disagree
 Not applicable
 Not enough information to say

Matters arising from previous examiner reports were adequately addressed

- Agree
 Neither agree nor disagree
 Disagree
 Not applicable
 Not enough information to say

When commenting, please specify the module code if known, and likewise if the point relates to a partner module please state the academic partner name. This will assist the university in taking any relevant action required.

Please comment on any areas of good practice that would particularly like to highlight.

0/32,000 characters

Please comment on areas that could be improved. If you have given a negative response to any of the questions, it would be particularly helpful to understand why that is.

0/32,000 characters

Any other comments not mentioned elsewhere. If this is your final report, we would be particularly interested in a summary of your findings over your term of office.

0/32,000 characters

By clicking 'Submit' on the next page you are submitting your final report. There will be an opportunity to download a pdf copy of your report once you submit your report. Please click on '**my responses**' to download and **select to save as a PDF** (*this option is under the printer tab*). If you require more time before submitting your report please select the 'Finish later' button at the bottom of this page. If you have any questions regarding your report before submitting please contact the External Examiners' Administrator at Extexam@uel.ac.uk

