

# PGDIP Legal Practice

## External Examiner's report summary

Please indicate in the relevant boxes below whether you agree with the statements about the standards of Leeds Beckett University's awards, the standards of student performance and the conduct of the University's assessment processes.

Please also list any shortcomings and areas for commendation. You should expand on any issues you mention here in the main report. If any boxes are ticked "No" the Dean of the Faculty or nominee will be alerted and will oversee the response from the Course Leader.

Standards set		
	Yes	No
"In my view, the standards set for the awards are appropriate."	X	
If your answer is 'no', please provide a brief statement (bullet points) of the respect(s) in which they fall short.		

Student performance			
	Yes	No	N/A *
"In my view, the standards of student performance are comparable with similar course(s) or subjects in other UK institutions with which I am familiar."	X		
I have reviewed a sample of student work from the collaborative / franchise institution and in my view the standards of student performance are comparable with students studying the award(s) at Leeds Beckett.			X
* Not applicable – if you are a practitioner and are not in a position to assess national standards please indicate here.			
If your answer is 'no', please provide a brief statement (bullet points) of the respect(s) in which they fall short.			

Conduct of processes		
	Yes	No
"In my view, the processes for assessment, examination and the determination of awards are sound and fairly conducted."	X	
If your answer is 'no', please provide a brief statement (bullet points) of the respect(s) in which they fall short.		

Areas for commendation
Any particular strengths or distinctive or innovative features in relation to standards and assessment processes

## Main report

*In this section you are asked to describe more fully how the University has or has not maintained academic standards and the quality of the student experience in relation to the course(s) for which you are the external examiner.*

**Please complete all sections of the form fully and where not applicable please state N/A. Where applicable please also complete the sections for any collaborative / franchise provision sampled.**

**If you are an external examiner for any of the University's Pearson Edexcel (HND/HNC level) provision, please also complete the section on page 8 sections l, m and n entitled "for External Examiners Associated with Edexcel Courses."**

Professional Body Requirements			
"In my view, the professional body requirements for this course have been met.	<b>Yes</b>	<b>No</b>	<b>N/A *</b>
<i>*Not applicable if the course is not a professional body course please indicate here.</i>	X		
<i>If your answer is 'no', please provide a brief statement (bullet points) of the respect(s) in which they fall short.</i>			

(a) The operation and conduct of the Board of Examiners (and any Mitigation Panel or Examination Committee meeting you may also have attended).
Very well organised with full consideration where relevant of mitigation requests

(b) The action, if any was required, taken in response to your report of last year. (This will not be relevant if you are examining for the first time.)
N/A

(c) The overall performance of the students, in relation to that of comparable levels of work in other institutions.
I saw a reasonable spread of performance that was comparable to other institutions

(d) The strengths and weaknesses of the students in general with respect to knowledge, conceptual grasp or application of skills.
Some students showed clear understanding of the law and its practice and were able to accurately apply the law. Inevitably there is a section who struggle with the concepts but they appear to be well supported in their drive to achieve their goals

(e) The standards of the structure, organisation, design and marking of all examination papers and/or other forms of assessment.

The level of evidenced moderated marking is above the average compared with other institutions and shows fine detail and considered views

(f) The curriculum, teaching or resourcing of the programme of study as indicated by the performance of the students in the assessment.

The programme appears well resourced in the accommodation

(g) Comments on the use of MyBeckett (VLE) within the course (if applicable).

n/a

(h) Module content, consistency of modules and module assessment across the course and the achievement of learning outcomes. (You may be asked by your Faculty to provide detailed comments on the modules that you examine.)

The assessments were valid in terms of coverage and rigour for this programme.

(i) Areas of good practice you have identified – please expand on the key areas for commendation listed in the summary.

A well organised assessment board

Professional approachable staff

Significant investment in the infrastructure of the University that has significantly benefitted the law school

(j) The University welcomes external examiners' comments on its developing academic regulatory framework. Such comments may not have a direct bearing on standards set and achieved or the conduct of processes and so it may not be appropriate to include them elsewhere in this report or its summary. Please record any concerns or comments you may have here.

While we are getting closer to the adoption of the new SQE, there remains operational uncertainties about the detail thus there is a division between national Law Schools, in my experience, between large scale re work of their LLB to some traditional HEIs taking no action at all

(k) **Collaborative / Franchise Provision:** please include here any comments you wish to make on elements of collaborative / franchise provision for which you have responsibility (in addition to those you may have indicated previously in this report).

**N/A**

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**External Examiners' Report Checklist****Please comment for all boxes**

Course Materials				
Did you receive?		Yes	No	N/A
a.	Course Handbook(s)?			x
b.	Academic Regulations including any Professional Statutory Body requirements where appropriate (these may be included the Course Handbook)?			x
c.	Module specifications (these may be in the Course Handbook)?			x
d.	Assessment briefs/marketing criteria?	X		

Draft examination papers				
		Yes	No	N/A
a.	(i) Did you receive all the draft papers?	X		
	(ii) If not, was this at your request?			
b.	(i) Were the nature and level of the questions appropriate?	X		
	(ii) If not, were suitable arrangements made to consider your comments?			
c.	Were suitable arrangements made to consider your comments?	X		

Draft coursework				
		Yes	No	N/A
a.	(i) Did you receive all the draft coursework?	X		
	(ii) If not, was this at your request?			
b.	(i) Was the nature and level of the coursework appropriate?	X		
	(ii) If not, were suitable arrangements made to consider your comments?			
c.	Were suitable arrangements made to consider your comments?	X		

Marking Examination Scripts				
		Yes	No	N/A
a.	(i) Did you receive a sufficient number of scripts from both home and (if appropriate) collaborative / franchise partner students?	X		
	(ii) If you did not receive all the scripts, was the method of selection satisfactory?			
<p><b>Recommended sample sizes at Leeds Beckett University are as follows:</b></p> <p>a) <b>Samples should be determined by a square root of cohort size, no smaller than 6, no larger than 15. However it should be borne in mind that not all work is assessed in a way that makes a square root sample possible and allowance should be made. For example in subjects such as the performing arts where there may be a requirement for an external to come and view a performance instead, or to visit the exhibition of art work.</b></p> <p>b) <b>Samples to include all classification categories, and it is helpful to concentrate around the boundaries to include some fails.</b></p> <p>c) <b>Samples to consist of internally moderated work, clearly evidencing the moderation process.</b></p>				
b.	Was the general standard and consistency of marking appropriate?	X		
c.	Were the scripts marked in such a way to enable you to see the reasons for the award of given marks?	X		

Dissertations/project reports				
		Yes	No	N/A
a.	Was the choice of subjects for dissertations appropriate?			X
b.	Was the method and standard of assessment appropriate?			X

Coursework/continuously assessed work				
		Yes	No	N/A
a.	Was sufficient coursework made available to you for assessment from both home and (if appropriate) collaborative / franchise partner students?	X		
b.	Was the method and general standard of marking and consistency satisfactory?	X		

Orals/performances/recitals/appropriate professional placements				
		Yes	No	N/A
a.	Were suitable arrangements made for you to conduct orals and/or moderate performances/recitals/appropriate professional placements?			X

Examination Committee/Board of Examiners				
		Yes	No	N/A
a.	Were you able to attend the meetings?	X		
b.	Were the meetings conducted to your satisfaction?	X		
c.	Were you satisfied with the recommendations of the Examination Committee / Board of Examiners?	X		

## Development and support of External Examiners

Please mark the appropriate boxes:

	<u>Yes</u>	<u>No</u>
Were you new in post in academic year 2014/15?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**If you were new:**

(a) Did you attend a University external examiner development session during academic year 2014/15?	<input type="checkbox"/>	<input type="checkbox"/>
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If not, was there a particular reason?

(b) Did you receive any specific induction or other support from your School or Faculty?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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(c) Some inexperienced new examiners are formally mentored. Were you?	<input type="checkbox"/>	<input type="checkbox" value="n/a"/>
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(d) Did you find the mentoring you received helpful?	<input type="checkbox"/>	<input type="checkbox" value="n/a"/>
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Any general or specific comments on the development and support offered by the University, especially improvements you would like to see:

**N/A**

## For External Examiners associated with Edexcel Courses

If you are an external examiner for any of the University's Pearson Edexcel provision (HND/HNC level), please complete sections (a) – (c) below to enable the University to capture the data requested by Pearson Edexcel for its Annual review.

(l) Any major issues with regard to the BTEC course(s) with which you are associated
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N/A
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(m) Areas of good practice you have identified specifically relating to BTEC course(s) with which you are associated
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(n) Any other comments that you wish to make that are related specifically to the BTEC course(s) with which you are associated
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