

Scenarios for Taught External Examiners

Please consider the following case studies.

1. In reviewing samples of students' summative assessments and their marks, you think that the mark for a particular assessment should be 73 rather than 68, the mark that the internal markers have agreed. Should you recommend the mark be changed?
2. Having reviewed a draft of an exam paper, you make a number of suggestions for changes to it. You discuss them with the Chair of the Board of Examiners, but they agree to accept only some of your recommendations. Is this permissible? What should you do?
3. There are three borderline cases, and you are asked to viva the students. What should you do?
4. You are sent a script that has been marked by two internal examiners who cannot agree on a mark, and they ask you to determine the final mark. What should you do?
5. You know your annual report must be submitted this week, but time is short and so you're tempted to give very brief responses since there isn't that much wrong with the programme. What should you do?
6. You do not receive all the detailed information from the Department: bits are missing on the programme structures and so you can't comment fully. What should you do?

7. Following the ratification of the degree classification results by the Board of Studies, you are asked to sign the results list. What does your signature signify?
8. You think that a particular departmental policy on assessment should be changed. What should you do?
9. You think that a particular University policy on assessment should be changed. What should you do?