



## External Examiners Induction Event

Thursday 7th March 2024, 10:30am - 12:30pm

[This event will be held virtually via Zoom video conferencing](#)

### Agenda

#### 1. Welcome and Introductions

*Presenters:* Prof Daniel Baker, Deputy Chair of the Standing Committee on Assessment  
Dr Stephen Gow, Secretary of the Standing Committee on Assessment  
Rebecca Millan, Administrator, S&AS

Chair to lead attendees with brief introductions.

#### 2. The Role and Responsibility of an External Examiner at the University of York

*Presenter:* Stephen Gow

For reference: [Guide to Assessment 2023-24:](#)

- i. UoY Rules for Progression and Award 2023/24
- ii. UoY Policy of Assessment, Examiners, Marking and Feedback 2023/24

#### 3. [Board of Examiners Scenarios](#)

*Presenter:* Daniel Baker

#### 4. Break

#### 5. York's Progression and Award Rules

*Presenter:* Daniel Baker

#### 6. External Examiner Annual Reports

*Presenter:* Stephen Gow

For reference: [Summary of Questions](#), [Guide to the online format of EE Report 22/23](#).

#### 7. Payments to External Examiners

*Presenter:* Rebecca Millan

For reference: [External Examiners Expenses and Claim Form](#)

## **8. Question Time**

*Presenters:* Daniel Baker

## **9. Evaluation**

We would greatly appreciate your feedback on this event to help us improve our delivery at future events. Would you please take a few minutes to complete this [evaluation form](#).

## **10. Contact Details**

Email address: [examiners@york.ac.uk](mailto:examiners@york.ac.uk)

Website: [External Examiners](#)