

**Verification of assessment tasks - external examiner proforma**

(Coursework or practical briefs and examination papers)

This proforma may be used to record evidence of external verification that takes place prior to the submission of the online proforma. Only one proforma is required per module.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Module title |  | | | | Full module code | |  |
| Credit |  | Level |  | | Total number of tasks | |  |
| Module leader | |  | | | Internal moderator | |  |
| Academic year | |  | | Faculty | |  | |
| Department | |  | | Subject group | |  | |

**Section B1 External examiner to complete:**

|  |  |
| --- | --- |
| Appropriate assessment criteria and mark scheme are provided | Choose an item. |
| Coursework instructions are clear and appropriate | Choose an item. |
| Examination rubric and instructions are clear and appropriate | Choose an item. |
| Examination solutions where appropriate are provided | Choose an item. |
| **Other comments.** Please address: standards and level of challenge, clarity, assessment of learning outcomes, syllabus coverage, and fairness to students.  Click here to enter text. | |

**Section B2 Module leader to complete:**

**Response to external examiner's comments**

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| --- |
| Click here to enter text. |

**Action required:**

After modifying the assessment instruments where necessary, module leaders should ensure they are uploaded to the [External Examiner content area in Blackboard](https://telhelp.shu.ac.uk/information-provide-external-examiner-content-area-blackboard).