

### **Summary of the external examiner's role in the School of Maths.**

He/She gets a copy of the exam questions (along with solutions and a marking scheme) a few months before the annual exams take place. External examiners are expected to provide feedback on the quality of our exams compared to exams at other places and they are also meant to ensure that our exams are reasonably and consistently difficult. They sometimes make suggestions for improving some of the exam questions and they point out the bits that they find ambiguous and/or potentially confusing for the students.

Once the annual exams take place, the external examiner is invited to review the exam scripts in order to ensure that the marking is consistent and fair. They typically check a small number of scripts for each sophister module and they confirm that the marking scheme provided by the lecturer was consistently applied. They also play a vital role during the Court of Examiners, as they are asked to comment on the level of our students, the difficulty of our exams, and the overall efficiency of our exam procedures. They are asked to approve changes of marks in borderline cases (in which the exams and continuous assessment components are reviewed more thoroughly) and they are also consulted in the unlikely event of an exam average being exceptionally low/high (in which case a possible rescaling of marks is discussed).

There is finally a small number of modules which are examined based on continuous assessment alone. These modules are assessed using a written dissertation which is marked by both the student's supervisor and a second internal examiner. In these cases, the individual scores are presented to the external examiner along with the students' dissertations and the external examiner is asked to review the individual marking schemes in order to ensure that the dissertations were consistently marked using the same standards.