

Amendments to (i) UPR AS12 (Assessments and Examinations (U/G and Taught P/G) and Conferments (University-delivered provision)) and (ii) UPR AS13 (the equivalent of UPR AS12 for collaborative programmes) for 2017/18

This paper summarises the approved amendments to UPR AS12 and UPR AS13 for the 2017/18 academic year.

1. Clarification on the setting of examination papers on successive occasions

Since the development of the UH Assessment Principles and Strategy in 2003, there has been an expectation that assessment tasks will not normally be identical in detail on successive occasions that a module runs. This expectation applies to both examination papers and coursework tasks, but this assertion has been challenged by a member of staff in one School. The following clarification to UPR AS12, section D5.1.1 has therefore been approved:

5 REGULATIONS AND PROCEDURES RELATING TO THE SETTING, REVIEW, SUBMISSION, MARKING AND MODERATION OF EXAMINATIONS AND ASSESSMENTS

5.1 Setting and review of assessments

- 5.1.1 *Assessment tasks (including examination papers) should not normally be identical in detail on successive occasions that a module runs, nor at first and second (referred/deferred) sitting of a module. While the nature of an assignment task and the learning outcomes assessed can be the same, this requirement will reduce the possibility of cheating or plagiarism by students utilising work produced by other students in earlier years. However, an identically worded coursework task may be used where the assessment is based on an individual student's experience since this will produce a unique response. Likewise, it may be appropriate to use an identically worded coursework task at a second (referred/deferred) sitting in order to assess progress in achievement of learning outcomes based upon feedback provided on the first attempt.*

2. Requirements for the checking of marking errors

Since the development of the UH Assessment Principles and Strategy in 2003, there has been an expectation that all examination scripts must be checked to ensure that no part has been overlooked by the examiner(s) and that the total mark is arithmetically correct. Again, this assertion has been challenged by a member of staff in one School. The following clarification to UPR AS12, section D5.6 has therefore been approved:

5 REGULATIONS AND PROCEDURES RELATING TO THE SETTING, REVIEW, SUBMISSION, MARKING AND MODERATION OF EXAMINATIONS AND ASSESSMENTS

5.6 *Checking for* errors in examination and coursework marking

- 5.6.1 All examination scripts and any other assessments that are not returned to students should be checked to ensure that no part has been overlooked by the examiner(s) and that the total mark is arithmetically correct. This includes coursework which comprises objective assessments where the total mark requires manual calculation.
- 5.6.2 Where, at any point in the *marking and subsequent* moderation process, an error in the mark calculations is identified the whole set of assessments should be checked to ensure that the same error does not occur elsewhere.

3. Evidencing of the moderation of marked student work

In 2016/17 the following addition was made to UPR AS12:

5 REGULATIONS AND PROCEDURES RELATING TO THE SETTING, REVIEW, SUBMISSION, MARKING AND MODERATION OF EXAMINATIONS AND ASSESSMENTS

5.8 Return of marked student work

- i. It should be apparent to the student whether or not their work has been part of the sample chosen in the process of internal moderation.*

Several Schools have noted that this addition adds little value to *the process* of moderation itself. Furthermore, although it was intended to provide greater transparency, it has the potential to be counterproductive, undermining student confidence in marking/moderation processes where their work has not been moderated.

The deletion of this requirement from UPR AS12 has therefore been approved. Instead, the University will consider how to provide a better understanding amongst students on how the standards of marking of their work are assured.