

Applied Sport and Exercise Sciences

Moderation and Module Evaluation Summary Document

Notes for the External Examiner:

The University marking and moderation procedures are found [here](#) and an excerpt is at the bottom of this document*. The moderated sample can be seen in Moodle, as indicated by the 'mod' tag in the 'Grade Review' column. Although it is not possible to filter only for moderated work, you can use the 'Grade' column to order the work by grade.

To be completed by Module Tutor	
(before sending to Moderator)	
Module Code and Name	
Assessment Name and Weighting	
Module Tutor and Markers	
<u>Double-blind calibration</u> How many pieces of work were double blind-marked? Summarise the blind marking/calibration discussions.	
<u>Module evaluation</u> (can be found in Moodle under 'Announcements'): How and when was this conducted? Give short feedback summary and actions arising.	
Signature and date:	

To be completed by Moderator	
In Moodle, have you typed 'mod' in the Grade Review column of the selected assessments?	Y/N
Comment on the consistency between the assessment brief and the feedback given.	
Comment on the consistency between markers.	
Do you agree with the marks? If not, please comment.	Y/N
Comment on any issues the Module Tutor should address.	
Signature and date:	

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Module Tutor's response to any issues raised by Moderator

***Extract from University Assessment Guidelines: Second marking / initial moderation**

'Second marking is a process of initial moderation of a set of module marks by a second person. It does not constitute remarking work or providing additional written feedback on an individual basis. Rather, it involves the verification that the assessment criteria have been applied consistently across the whole module cohort by reviewing the marking of a defined sample. The second marker should be able to see the first marker's mark and comments because this is not intended to be a 'blind' marking process.

Second markers should complete and sign a record of the sample reviewed, to include the confirmation or otherwise of grades awarded and any additional comments to inform the first marking process. They should complete the record of second marking / initial moderation through the EMA system. The Module Tutor will consider the record and will determine whether the first markers need to take any further action. Second markers do not add comments to individual scripts or provide additional feedback to individual students within the sample seen.'

****The sample for initial moderation should be drawn from the range of markers involved.**

Level 4:

an appropriate sample drawn with particular attention to marks on pass/reassessment and reassessment/fail boundaries.

Level 5 and above:

all assessments less than 40%;

six pieces of work or 10%, whichever is the larger, to comprise:

a range from those marked 70% or above, including the lowest and highest in this category;

a selection from across the range in between, focusing primarily on marks across degree classification and fail/reassessment/pass boundaries