Definitions and FAQs

This is a live document that will continue to be updated on a regular basis. It attempts to capture the definitions and Frequently Asked Questions (FAQs) colleagues have raised. If you have any other queries please contact Academic Services via Rebecca24.Smith@uwe.ac.uk.

Definitions

- *Borderline marks* – levels 0-3: 39, 49, 59 and 69. Level M: 49, 59 and 69.
- *Component Borderline marks* - *levels 0-3: 34. Level M: 39.*

- *Reconsideration of marks in light of inconsistency discovered during internal marking or external moderation – the underlying principle here is that all students should be treated in the same way and if, for example, it were to be decided that a marker had marked over-harshly across the whole range, then an adjustment to all the marks of that marker would be appropriate not just those in the sample. In some cases it might only be the marking in particular parts of the range which had called for adjustment (e.g. positioning work incorrectly in relation to a class boundary) in which case it would be the marks from that bit of the range which would need consideration. If sample marking or external moderation discovered general inconsistency in marking, then the whole cohort might need to be remarked (if there is a risk of this happening in a large module, then team pre-standardisation would probably be sensible).*

Frequently Asked Questions (FAQs)

Why are we making a change?

Following feedback from students, staff and external examiners it was recognized that there was a need to harmonise our current practice and terminology across the university. During the policy's development, which was overseen by a Task and Finish group of faculty representatives, it was recognised that the policy largely aligns with current practice.
The Assessment Cycle Policy now ensures that the University aligns with the expectations set out by the Quality Assurance Agency in Part A6: Assessment of achievement of learning outcomes, of the Quality Code.

It has also been recognised that some marking processes are currently over burdensome however the new policy clearly articulates the expectations of the University and in some cases will reduce workload for markers.

What affect will it have on me?

During the consultation period the majority of responses confirmed the policy aligned largely to current practice, therefore the policy may not introduce any change.
However, it is expected that colleagues will adopt the common terminology to support students in understanding the process of the Assessment Cycle and assure the standards of their work.
From 2015/16 the Online Marking Tool in Blackboard will be developed to fully support all marking processes.

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When is this change taking effect?

The Assessment Cycle is being introduced in stages to ensure the appropriate systems are in place to support its introduction. Please review the Assessment Cycle Policy which details which stages are being adopted for 2014/15 and 2015/16.

What training will be offered to support me?

The policy clarifies a consistent approach to terminology and further talking head videos will be developed and shared online to share good practice.
Training will also be developed to support the introduction of Marking Process C: Team Pre-standardisation and Marking Process D: Team Second Sample Marking, once the Blackboard Online Marking Tool has introduced this change from 2015-16.

How is this different to what I am already doing?

In the majority of cases current practice aligns to the Assessment Cycle Policy. It is however important to review the policy and reflect on whether there are any differences in current practice. We are particularly encouraging staff to review the expectations around the sample that should be 2nd marked as we believe some practice is currently going beyond the expectations being set.

Why is it being introduced in stages?

To support a phased introduction and to ensure the appropriate systems are in place the policy is being introduced over 2 years. The Assessment Cycle Policy clearly outlines the implementation dates.

I would like to clarify an aspect(s) of the policy who can I contact?

Please contact Academic Services via Rebecca24.Smith@uwe.ac.uk. We will also be updating the FAQs to capture any queries sent.

How will this affect students and be communicated?

A new video is to be developed that will explain the process to students to support their understanding, particularly with the increased use of standard terminology. This will be shared with students via a range of communication channels later in the year.

How will this affect our collaborative partners?

We will be exploring with our collaborative partners, link tutors and the Academic Partnership Development Team, how we support the introduction of the policy fully. This policy is applicable to provision delivery by UWE and its partners.

I would like to provide feedback on the policy who can I contact?

Please contact Academic Services via Rebecca24.smith@uwe.ac.uk and your Associate Dean (Learning, Teaching and the Student Experience) or equivalent.

Blackboard Changes:

What are we changing in Blackboard?

Through the Online Marking Tool the only changes you will see are the realignment of the terminology used to describe each marking process. All marking processes that have existed will continue to be available for use this year.
Moving forward from 2015/16 two of the marking processes (Marking Process C: Team Pre-standardisation and Marking Process D: Team Second Sample Marking) will be fully supported by the Online Marking Tool. For 2014/15, colleagues who are already using these processes should continue to use their current methods.

For more information and guidance on online assessment visit the [Blackboard support online assessment](#) help pages.

When will Blackboard support all the marking process functions?

For 2014/15 all marking processes that previously existed will remain in place but staff are asked to review the new policy and move towards adopting the realigned processes. For the majority of staff this will not mean a change in process but a change in terminology.
From 2015/16 Marking Process C: Team Pre-Standardisation and Marking Process D: Team Second Sample Marking will be supported.

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