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 [Rebecca](mailto:martin.underwood@uwe.ac.uk)24.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?

This new policy and operational guide for Assessment and Feedback consolidates all of the existing information around assessment from the academic regulations, the assessment cycle policy, the online assessment policy and other documents, into one staff/student facing policy and operational guide. The Policy is a set of operational expectations for assessment and feedback, and the operational guide gives details and guidance on the flow of assessment and the processes which sit within this: curriculum design, assessment setting through to internal marking, external moderation, writing and understanding feedback and curriculum review and enhancement.

What affect will it have on me?

This is a consolidation of existing information and does not change any of the existing regulations/practice around assessment and feedback. Having all of the information in one place will make it easier to find the relevant information. There are a number of planned changes being made to the submission and marking/feedback processes for students with agreed reasonable adjustments/have an agreed 5 day extension allowing students to submit online. The guide reflects these changes.

When is this change taking effect?

From September 2018. We plan to do a review of this after approximately 6 months of operation to get further feedback from staff and students, and if necessary to ensure the tone of the document is consistent and staff/student friendly.

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

Please contact Student and Academic Services via [Rebecca24.smith@uwe.ac.uk](mailto:Rebecca24.smith@uwe.ac.uk) and we will update the FAQs to capture any queries received.

How will this be communicated?

Through the weekly e-news and a bulletin will go out to students from the portal.

How will this affect our collaborative partners?

There is some additional information in the operational guide which clarifies the existing additional processes for assessment setting and internal marking of scripts which are delivered at a collaborative partner. Therefore this guide should help staff understand these additional requirements. The Academic Frameworks and Development Team, the International Partnership Operations Team and the Student Administration Team also plan to create videos for UWE Bristol staff and staff at a collaborative partner to help explain these processes further. These will be uploaded to the Policy website once they have been created.