

Access to HE Diploma Internal Moderation Record

Unit Assessment Plan - FORM IM2 Example

Unit Title	Applied Human Biology
Grade Descriptors	GD 1 GD7
Internal Moderator	John Smith
Assessor(s)	Barbara Brown
Date	15 Oct 2014

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Internal Moderator Feedback	Comment	Actions	Deadline Date	Date completed
Is the overarching assessment strategy being met in this plan?	<i>It would appear so, but the unit assessment strategy is very brief and could usefully be expanded.</i>	<i>Give reasons as to how the demands of the assignments are increasing through the course.</i>	22 Oct 2014	
Is it clear which learning outcomes and assessment criteria will be assessed in each assignment and that they will be assessed only once?	<i>This is not entirely clear. In assignment 3 only the LOs are identified, whereas in the other assignments the AC are itemised. In these cases though, there is no conformation if the LOs are also being addressed. LO 4 is apparently being assessed twice. This needs to be addressed. It may be a typo, but a response is required.</i>	<i>Ensure that both LOs and AC are identified for each assignment. Check the use of LO4 in two assignments.</i>	22 Oct 2014	
Is the choice and range of assessment methods and tasks across the unit appropriate?	<i>Yes, it is appropriate. A range of methods is used including written accounts, an academic poster and a time constrained activity.</i>	<i>No action required</i>	NA	NA

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Have the approved grade descriptors been allocated for the unit as identified on the unit specification?	<i>No, GD 2 has been included in assignment 1, but it is not allocated to this unit.</i>	<i>Replace GD 2 with GD1, the GD allocated to this unit in addition to GD7.</i>	<i>22 Oct 2014</i>	
Have the correct grade descriptors been allocated appropriately to assignments across the unit? (7 plus at least one other for each assignment)	<i>No, GD7 has been omitted from assignment 3. See above.</i>	<i>Include GD7 in assignment 3.</i>	<i>22 Oct 2014</i>	
Have suitable choices of grade components been made?	<i>Yes, although this will be reviewed after corrections have been made to the allocation of GDs to the assignments.</i>	<i>See previous two points above.</i>	<i>25 Oct 2014</i>	
Are submission dates appropriately timed?	<i>Submission dates have not been included. However, these were supplied in a supplementary document which was appended to the Diploma Assessment Strategy. They were appropriate and fitted in well with the other units.</i>	<i>No action required.</i>	<i>NA</i>	<i>NA</i>