



**ARDEN UNIVERSITY QUALITY ASSURANCE DOCUMENT QA 21 – ARDEN UNIVERSITY'S
POLICY ON INTERNAL MODERATION**

INTERNAL MODERATION

INTRODUCTION

1. The aims of internal moderation are principally to:
 - 1.1 Provide a check that an assessment has been marked in-line with the expressed aims and learning outcomes of the assignment/examination, and in terms of marking criteria;
 - 1.2 Provide assurance for students of fairness of marking and hence the equality of treatment of each student;
 - 1.3 Assure internal consistency of assessment within a module;
 - 1.4 Provide an approach to the comparability of standards across modules within a subject area.
2. Students are not permitted to appeal against academic judgement and so it is important to ensure fairness and consistency through the internal moderation process. In addition, the External Examiners will review the marking process and marks awarded. Both the overall results of assessment as well as each individual student's result will be further scrutinised at the meeting of the internal examiners and at the final, decision-making Board of Examiners Meeting.

THE POLICY

3. This policy will apply to: all assessed work undertaken as part of an award bearing programme.

SAMPLE BASIS FOR MODERATION

Please see QA 22 – Sampling Basis for Moderation

MARK VARIANCES BETWEEN FIRST MARKERS AND MODERATORS

4. Where differences arise they will be resolved by a discussion between the markers.



5. Should the above measures fail to resolve differences, a third senior academic member of staff (nominated by the chair of the Examination Board) will review the assessed work and arbitrate between markers and moderators.
6. Where differences arise in cases where assessments have been moderated, individual marks should not be changed (except in cases of arithmetical error) to ensure that no student is advantaged or disadvantaged as a result of the inclusion of their work in the moderation sample. Instead, depending on the level of difference between the internal examiners, the Chair of the exam board should discuss with both markers whether:
 - Based on the sample moderated (or an increased sample) , a judgment be applied to the assessment cohort as a whole; OR
 - The entire set of assessments be fully double marked.
7. The results of such action should be discussed in full with the External Examiner.

ORGANISATION OF MODERATION

8. The first marker will normally be the person who set the assessment or the module leader. The Chair of the Examining Board (or his/her nominee) will agree a list of pairings of markers and moderators. Where possible the pairings will be changed annually.
9. Moderation will take the form of 'verification'.
10. A clear record of which individual pieces of assessment have been moderated will be kept.
11. Both first marker(s) and moderator will provide written comment in the assessment feedback form to provide evidence of moderation.