

**[subject area]**

**Moderation & Quality Comment Form**

Please review the Marking and Assessment Policy & Procedure, paragraphs 73-87 as well as the relevant Common Marking Scheme. Moderators are not a second marker and cannot suggest changes to individual grades. However, they can recommend that the marker reviews all or a group of marks awarded if they feel that the initial marking was not fair or consistent.

We require all comments prior to our upcoming Module Board, which will take place on [date]

Please return any completed forms to [ [x @stir.ac.uk](mailto:sspc@stir.ac.uk).]

|  |  |
| --- | --- |
| **Module Code:** |  |
| **Module Title:** |  |
| **Module Coordinator:** |  |
| **Assessment 1:** |  |
| **Assessment 2:** |  |
| **Markers:** |  |

|  |  |
| --- | --- |
| **Internal Moderator:** |  |
| **External Examiner:** |  |

**Assessment 1 moderation sample:**

*(complete with details of number of assessments reviewed in each classification)*

|  |  |
| --- | --- |
| **Assessment classifications** | **Number in sample** |
| 1st class |  |
| 2:1 |  |
| 2:2 |  |
| 3rd |  |
| Marginal fail |  |
| fail |  |
| Total |  |

**Internal Moderation Comment:**

|  |
| --- |
| **Range of Marks:** |
|  |

|  |
| --- |
| **Consistency & Quality of Feedback:** |
|  |

|  |
| --- |
| **General Observations:** |
|  |

|  |  |
| --- | --- |
| **Signature:** | **Date:** |
|  |  |

**Module Coordinator:**

|  |
| --- |
| **Response to Comment/Feedback:** |
|  |

|  |  |
| --- | --- |
| **Signature:** | **Date:** |
|  |  |

**Assessment 2 moderation sample:**

*(complete with details of number of assessments reviewed in each classification)*

|  |  |
| --- | --- |
| **Assessment classifications** | **Number in sample** |
| 1st class |  |
| 2:1 |  |
| 2:2 |  |
| 3rd |  |
| Marginal fail |  |
| fail |  |
| Total |  |

**Internal Moderation Comment:**

|  |
| --- |
| **Range of Marks:** |
|  |

|  |
| --- |
| **Consistency & Quality of Feedback:** |
|  |

|  |
| --- |
| **General Observations:** |
|  |

|  |  |
| --- | --- |
| **Signature:** | **Date:** |
|  |  |

**Module Coordinator:**

|  |
| --- |
| **Response to Comment/Feedback:** |
|  |

|  |  |
| --- | --- |
| **Signature:** | **Date:** |
|  |  |

**External Examiner Comment:**

|  |
| --- |
| **Range of Marks:** |
|  |

|  |
| --- |
| **Consistency & Quality of Feedback:** |
|  |

|  |
| --- |
| **General Observations:** |
|  |

|  |  |
| --- | --- |
| **Signature:** | **Date:** |
|  |  |

**Confirmation of Grades – Module Coordinator:**

|  |
| --- |
| **Response to Grades:** |
|  |

|  |  |
| --- | --- |
| **Signature:** | **Date:** |
|  |  |