Examination Board Reports: Summer 2005

ALL THE REPORTS DESCRIBED IN THIS DOCUMENT WILL WORK UNTIL THE 1ST AUGUST EACH YEAR. ON THIS DATE THE STUDENTS ARE MOVED TO THE NEXT YEAR OF THEIR PROGRAMMES OF STUDY. Summer 2005

3RD June 2005, amended 4th July 2005

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1.0 How to obtain the reports

The **Departmental Marks Boxplot** is run in excel using data exported from the exams system. The nature of the export and generation of the chart is such that this report is run by Colin Clark in Student Systems and distributed to the examination boards. All the rest of the Examination Board reports are Web Reports.

The Web Reports system can be accessed from the following web page by clicking on the web reports link

http://www.sussex.ac.uk/Units/administration/database-logon.shtml

2.0 Marks Assurance Reports

2.1 Departmental Mark Boxplot

Access: This report will be produced and distributed by Colin Clark
Content:

The boxplot gives a visual representation of the variation in distribution of marks across a range of courses.

Maximum

2.3 Departmental Marks Detail

Access: Web Reports

User Class	***** FORMAL MARKS; (where ***** is your school or department)
Folder	UG Marks Assurance
Reports	Marks Detail

Prompts

Select School
Select Department
Select Year of Programme
Select Course(s)
Include V&Es in distribution calculations
Exclude marks equal to or less than - can be used to ex

The **current year distribution** pane contains the following information:

A guide to the marks that have been included in the summary is shown at the top right. When the report is run the prompts allow you to decide whether or not to include Visiting and Exchange students in the report and to set a threshold below which marks are not included in the summary statistics. Tthis defaults to -1, to include candidates who has scored zero and this zero mark is not explained by absence or non-submission. Zero marks that are explained by absence or non-submission are always excluded from the summary statistics.

The **Current year distribution** histogram shows the percentage of candidates whose mark falls into bands that are 10% wide.

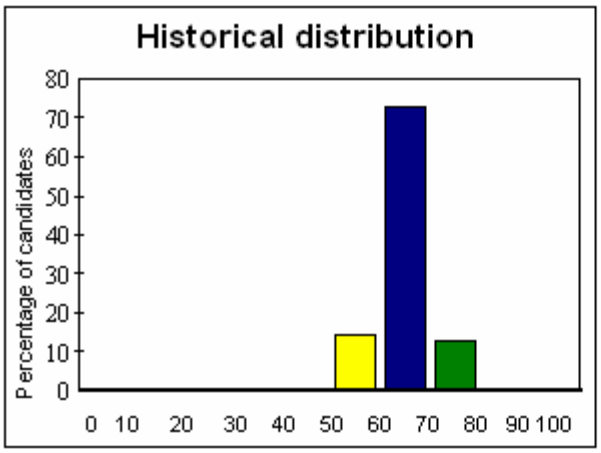
The box to the right of the histogram shows the numbers of student and percentage of students whose marks lie in the ranges shown

The **Marks Summary** below the histogram shows:

Min	The lowest mark for the normal assessment mode for this course in the current academic year.
Max	The highest mark for the normal assessment mode for this course in the current academic year.
Mean (This course)	The average mark for the normal assessment mode for this course in the current academic year.
Mean (Others)	The overall average of the average marks of all the students on this course (on the normal assessment mode) for the other courses that they have taken (on the normal assessment mdoe) in the current academic year
Std Dev (This course)	The standard deviation of marks for the normal assessment mode for this course in the current academic year.
Std Dev (Others)	The standard deviation of marks for students on this course (on the normal assessment mode) for all the other courses (where they have taken the normal assessment mode) that they have taken in the current academic year.
T score	This is a measure of how the average marks for this course (normal assessment mode only) compare with the average marks for the same students on the other courses (normal assessment mode only) that they have taken this year. Scores greater than +/- 4 are highlighted on the report. T score is calculated thus:

.200076BT /.315 Tc 0 Tw37m [(87 of how t173.40-2(s99nt 57.62)1-1.0002 Tc -0.00259 Tw -25.382 0 0 10.fl f 574.62 416.9 BT /TT2 1 5he

Historical Distribution



77 cands included in historical data

Data found from 01/02 to 03/04

>=70%	10	13.0%
60-69%	56	72.7%
50-59%	11	14.3%
40-49%	0	0 %
30-39%	0	0 %
<30%	0	0 %

Summary of historical marks

Min: 53.00 Mean: 65.02

Max: 74.70 Std Dev 4.71

The report includes up to a maximum of three years worth of historical data depending upon the data that exists for each course. The range of years that have been selected for the historical summary is shown in the selection summary at the top right of the pane.

The rest of this pane is the same as the Current year distribution pane except the sub assessment summary and mean/std dev/T Score for other co

Candidate List

The candidate list is grouped by assessment type (Normal, Special, V&E and Resit).

The candidates are listed in rank order.

Year	Cand	Attempt type	Mark	Avg for other courses	Circs.	Circs. Detail	Ev	Alrt	Programme	
219 candidates were entered for assessment in 2004/05										
Examiner 1: Summerscale, Celine							Examiner 2: Thomas, Sophie M			
									NORMAL mode of assessment:	UEX
46		IA	74.00	(68.00)			N		English	2
13		IA	72.00	(72.44)			N		English	2
80		IA	71.00	(59.43)			N		English	2
44		IA	71.00	(70.87)			N		English & Stud Film&EurLit	2
		IA	71.00				N		English Lang & Lit	2
2		IA	71.00	(69.00)			N		English	2
44		IA	70.00				N		English Lang & Lit	2
0		IA	70.00	(47.00)			N		English & Cultural Stud	2
[illegible]		[illegible]	[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
[illegible]		IA	70.00	(68.00)			N		American Studies & English	[illegible]
21	84	IA	70.00	(72.00)			N		English	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
N		English					2	97	IA 69.00	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			N		English	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
N		English					[illegible]		[illegible]	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			N		English	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			N		English	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
N		English & Cultural Stud					[illegible]		[illegible]	[illegible]
[illegible]		[illegible]	[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
[illegible]		IA	68.00				N		English	2 84
[illegible]		IA	68.00	(76.25)			N		English	2 [illegible]
[illegible]		IA	67.00	(70.00)			N		[illegible]	[illegible]
N		English					2	84 72	IA 67.00 (71.00)	
N		English					2	8 8	IA 67.00 (65.16)	

The fields for each candidate are as follows:

Year	Shows year of programme or V if the student is a V&E student.
Cand	The student's candidate number.

2.4 Sub Assessment Marks

Access: Web Reports

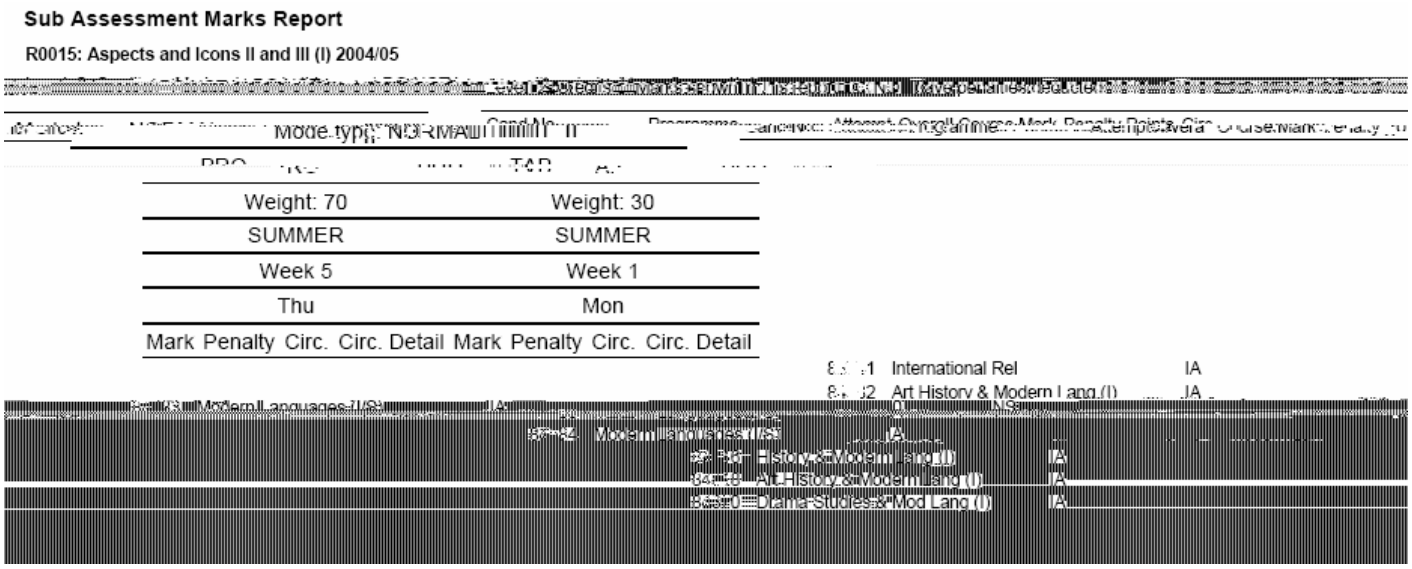
User Class ***** FORMAL MARKS; (where ***** is your school or department)
Folder UG Marks Assurance
Report Sub Assessment Marks Report

Prompts

Select School
Select Department
Select Credit Level
Select Academic year for course
Select Course(s)
Select academic year for marks

Content:

This is a crosstab report with a list of candidates and the overall course mark, with crosstab columns showing the marks and details for each sub assessment that contributes to the course overall mark.



The fields in the list are

Cand No	Candidate number
Programme	The candidates programme of study
Attempt	The attempt type – see appendix
Overall Course Mark	Overall course mark without penalties applied
Penalty Points	Total amount of penalty for candidate/course
Circumstance	Absence, Lateness, Non Submission etc. – see appendix

The fields in the crosstab columns are

Mode Type	Normal, Resit, Special or V&E
Assessment Mode	The mode of assessment for this sub assessment

Weight	The weight that this sub assessment contributes to the overall course mark
Term	Term assessment taken/due in
Week	Week assessment taken/due in
Day	Day assessment taken/due in

The fields in the detail columns are

Mark	Mark for sub assessment without penalties applied
Penalty	Penalty incurred for this sub assessment
Circ.	Absence, Lateness, Non Submission etc. for sub assessment
Circ. Detail	If sub assessment mode is coursework this contains details of circumstances for the coursework assessments

2.5 Coursework Marks

2.6 Exam Question Marks

Access: Web Reports

User Class	***** FORMAL MARKS; (where ***** is your school or department)
Folder	UG Marks Assurance
Report	Exam Question Marks Report

Prompts

Select School
Select Department
Select Credit Level
Select Academic year for course
Select Course(s)
Select academic year for marks

Content:

This is a crosstab report with a list of candidates and the total exam mark, with crosstab columns show

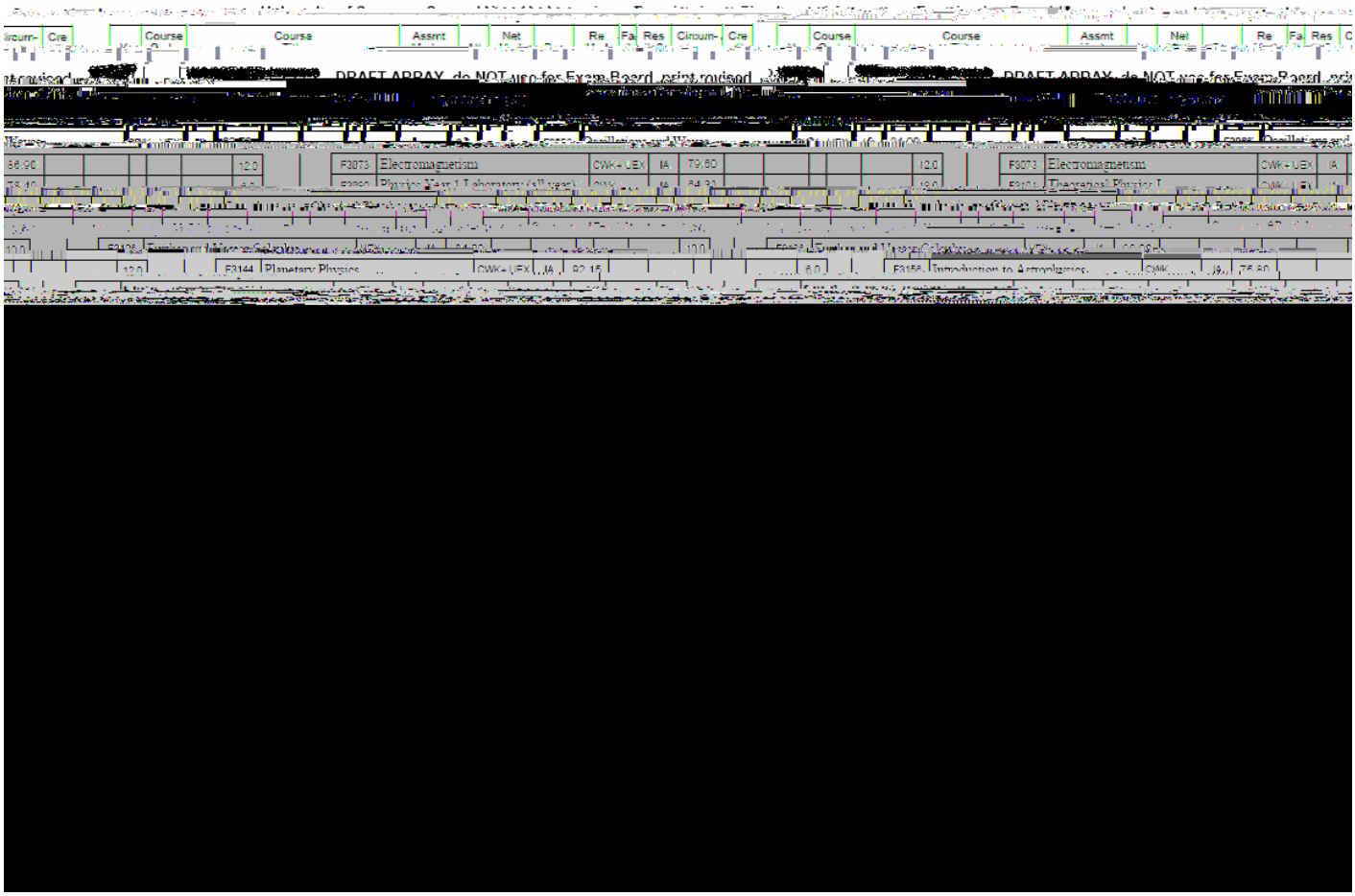
3.2 1st & 2nd Year Marks Array

Access: Web Reports

User Class	***** FORMAL MARKS; (where ***** is your school or department)
Folder	UG Exam Boards
Reports	1st and 2nd Year Array, 1st and 2nd Year Array - Portrait

Prompts:

School
Department
Academic Year
Show candidates names - if set to N then report only shows candidate number against each array
Select year of programme
Include foundation year marks
Candidate Number - optional, if entered report runs for that candidate, if '%' entered then report runs for all candidates



Content:

Candidates' marks arrays are shown two-to-a-page, sorted by the credit weighted mean for the current academic year. Second year resit candidates are *included* in the arrays.

You may need to use the portrait version of the report if the arrays run off the bottom of the page. This is likely in science subjects where more courses are taken than in arts.

The columns of the **central section** of the array should be read as follows:

Yr	Academic year in which the course was taken.
Course Code	The code used to refer to the course.
Course Title	Course Title – Mandatory courses are highlighted with **bold** typeface, courses that have been set aside are ~~crossed through~~.
Assmt Modes	See http://www.sussex.ac.uk/Units/academic/academicoffice/modesof for definitions.
Att	Attempt type – see appendix
Net Mark	The candidate's mark for the course, *net* of any penalty points or change made by External Examiner.
Pen	Shows total value of any penalties included in the Net Mark.
Re Mark	Shows the actual mark obtained at resit (Net Mark shows mark capped to bare pass mark for resit attempts).
Fail	'P' (pass) if the course has been passed. 'F' (fail) where a mark is less than the pass mark for the course, *except* where there is a case of condoned absence/non-submission or the unit has been set aside. 'X' if the overall mark for the course has been set aside due to mitigating evidence. 'EX' if the mark has been set aside by the exam board. '-' if the outcome for the course cannot be determined. This is usually due to the operation erec -/P7468

3.4 All marks for candidate

User Class	***** FORMAL MARKS; (where ***** is your school or department)
Folder	UG Exam Boards
Rep	

Course Evid	If mitigating evidence has been submitted for any of the assessments on the course this will show E. If there is only one mode of assessment and evidence has been rejected by MEC this will show R.
Course Miscon	If there is a misconduct decision pending this will show M, if a misconduct decision has been taken this will show MD.
Sub Assmt Mode	The mode of assessment for each sub assessment on the course.
Sub Assmt Weight	The weight each sub assessment contributes to the overall course mark.
Sub Assmt Net Mark	The mark for each sub assessment net of any penalties for that sub assessment.
Sub Assmt Pen	The amount of penalties for each sub assessment.
Sub Assmt Circs	Circumstances that relate to each sub assessment.
Sub Assmt Circ Det	Circumstances that relate to coursework assessments if the sub assessment mode is CWK.
Sub Assmt Evid	If mitigating evidence has been rejected by MEC this will show R. If mitigating evidence has been submitted and has not been rejected this will show E.
Sub Assmt Alert	If any marks for the sub assessment are missing this will show Y. N means no alert and C means that the mark is the product of a conflation.
CWK Conflation Rule	The rule used to conflate the coursework assessments. E means all coursework

4.0 Appendix - Circumstance Codes and Attempt Type Codes

Circumstance codes in use this year:

AB	**Absent**
NS	**Non-submission**
LA	**Late submission**
VL	**24hrs+ late**
XAB	**Condoned absent**
XNS	**Condoned non-submission**
XLA	**Condoned late submission**
XVL	**Excused 24hrs+ late**
EX	**Set aside by Exam Board - Classification purposes**
EX1	**Exam board set aside weight and credit**
EX2	**Exam board set aside weight**

Attempt Types:

IA	**Initial Attempt**
RE	**Mandatory Resit**
SI	**Mandatory Sit**
ORE	**Optional Resit**
OSI	**Optional Sit**
PR	**Professional Resit**
(EX	**Set Aside – used for historical data where marks have been set aside and attempt type can no longer be determined)**