

School of Informatics: Assessment Moderation Guidelines

This document specifies the minimum moderation that must be carried out on all summatively assessed work in School of Informatics:

Draft Moderation Guideline

- **Project Work:** Independent double marking for any single piece of work contributing 40 credit points or more.
- **Items of assessment used to calculate course grades:** Here we will use sampled second marking, this is not Independent, but is a review of marks. For each such item of assessment:
 - Markers will take a sample of 10%, sample size capped in the range 5-20. The sample should be representative, including extreme cases and every grade band where a mark has been awarded. This should also include some cases close to borderlines.
 - Each item of assessment will have an identified **moderator**, distinct from any marker on that item. Moderator duties are:
 - Review the marks given, checking they align with the common marking scheme, grade descriptors, and any marking criteria.
 - Where there are multiple markers review their consistency; and if not satisfied then discuss with markers and adjust overall marking as necessary.
- **Record Keeping:** ITO will record for every item of assessment used in summative assessment:
 - The primary markers.
 - The moderator.
 - A summary of the outcome of the moderation.
 - This record will be available to the Board of Examiners

Discussion Issues

1. All work on assessing for credit now take around 10% more effort.
2. Every course needs a named moderator, distinct from any marker, who will be contributing that effort.
3. This includes examination marking.
4. There is an administrative overhead clearly additional to what we already do. This includes:
 - a. assessment across courses,
 - b. common standard-setting on how this works
 - c. records of moderation decisions