

QUESTIONS FOR THE PROGRAMME LEADER LEVEL INTERVIEW

INTRODUCE YOURSELF

Briefing and consent

I would like to confirm that I am here from Leeds Metropolitan University as part of the ASSIMILATE research project which is investigating how students on taught Masters' level programmes are assessed. The project will involve around 50 higher education institutions, both in the UK and internationally.

The interview will form part of my BA (Hons) Journalism course and I will produce assessed news items and case studies for use on my course, and to inform the research project. The areas which I will explore are outlined in the information which you have received. Both the research and degree assignment may lead to academic and scholarly work which will be disseminated and published in a variety of media, including the worldwide web. Our aim is to disseminate information about current practices and to make recommendations for future best practice in the sector.

I will be recording (videoing) our interview in order to help accurately reflect our discussions, and produce items for dissemination. This dissemination may include quotes and vignettes of our interview. However, if there is anything that you wish to say, or discuss, in confidence then please indicate this at the appropriate time during the interview. Any articles which I produce will be reviewed by my tutors and the final editorial control will remain with the project board. We may come back to you for clarification on any points at a later date, and you will be able to view any material prior to publication.

You can, of course, withdraw from the research or interview at any time.

Are you happy to go ahead?

Introductions

[Ask interviewee to introduce themselves (name, position, institution)]

Interview questions

1. Can you please briefly describe the programme of Masters level study that you are responsible for?
2. What forms of assessment do you use on the programme? For example, do you have exams? Is there a dissertation? Do you use group work?
3. How do you provide feedback on student achievement and performance? What format is the most common? Do you provide ongoing feedback throughout the year? Do you provide any feedback on exams?
4. Are there any restrictions on the type of assessment which can be given? For example, must all assessments be individual or are group assessments allowed? Are there any limitations set by Professional Subject Bodies in relation to assessment on your programme?
5. Is there a co-ordinated approach across the programme to assessment timings to avoid students having multiple assessments at the same time?

6. How often do your students get feedback during the preparation of assessment?
7. Does the setting and marking of assessments cause any administrative issues?
8. In terms of assessment, what works really well on the programme?
9. In terms of assessment, what works less well on the programme?
10. How have things changed over recent years in relation to assessment?
11. What type of employment do your students go on to when they leave university?
12. Do the assessment types map successfully to the work place in that they authentically assesses the skills, attitude and experience that they will use on completion of the programme?
13. Do students complete evaluations of the course? Can you give data on the results?
14. If there were no limitation on the assessment methods that you could use then what would the assessment on your programme look like?
15. Is there anything that you would like to mention that we have not covered?
16. Is there anyone else who it may be useful for me to contact or other information that it would be useful for me to look at?