

APP observation and feedback guide for oral examination and assessment

NB! Observation of the deliberation is not allowed unless the supervisor participates in the exam as censorer.

The overall impression of the examiner's performance:

- Evaluation of the performance of the examiner

Management of the examination:

- How did the examiner manage his/her relation to the student?
- How did the examiner manage the available time?
- How did the examiner manage the relation to the second examiner?
- How did the examiner influence the atmosphere during the examination?
- Was there a meaningful, phase-divided structure?

Preparation

- How was the examiner prepared? –
 - In terms of questions (prepared or improvised)
 - Subject areas (general to specific or other way around)
 - Degree of difficulty in questions & topics,
- How did the examiner prepare for the corporation with the second examiner?

Examination technique

- How did the questions asked reflect the grading criteria (learning objectives stated for the course)?

- Did the examiner follow up on his/her questions?
- Did the examiner ask for elaborations?
- How did the examiner respond towards good and not so good answers?
- To which extent was the examiner able to get to the central issues?
- Which feedback did the student get during the examination? – if any!

Discussion of grades (observation only possible if you participate as censorer. Otherwise this needs to be discussed based on the assistant professors recollection of the situation)

- To which extent was the grading discussion based on learning objectives, grading scale, course description?

Feedback to students (if given) (observation only possible if you participate as censorer or if the student gives explicit permission. Otherwise this needs to be discussed based on the assistant professors recollection of the situation)

- How was the feedback given and how did it relate to the learning objectives for the examination?

Conclusions/suggestions:

- Considering all which is observed, what may work against a valid and reliable assessment of the student(s)
- Which steps could be suggested to improve the skills of the observed examiner?