

Changing the way we record assessments on SITS – Consultation paper March 2012

Summary

- Currently on the Student Database (SITS) we only record the final overall mark for the majority of UG and PGT modules (80%).
- There is a clear demand from across the College community for a greater level of detail to be recorded.
 - Students would like more information on the breakdown of module marks electronically and on their transcripts.
 - Academic staff would like more information, for example to advise tutees and to help with reference writing.
 - Professional Services would like the information in more detail to improve a range of processes.
- Recording of more detail would also allow more effective reporting to Programme Boards.
- More information would also help the College meet its compliance obligations over Key Information Sets (KIS) and HEAR (Higher Education Achievement Report)
- As part of the KIS to HEAR project the following proposals for change have been developed for consultation amongst the College community.
Any comments should be sent to matt.gordon@kcl.ac.uk

Proposals

1. Recording

SITS would now record not just the final mark for **all** modules but the mark for each of the component parts. The component parts would be those listed as separate assessments in the module approval documentation/module handbook.

The number of elements recorded for modules would vary but most would still be expected to have one or two components.

Example - Drugs and Disease A (5BBM0212) currently only the final overall module mark is recorded on SITS. In the future as well as the final module mark, the marks for the exam weighted at 85% and Seminar Presentation weighted at 15% would be recorded.

2. Release of marks

As now marks for the module or its component parts would only be released on OneSpace Student Records following ratification of the final mark by the appropriate Exam Board. Any unratified marks would be released via KEATS (Moodle), the Virtual Campus or with returned work.

3. Recording of project/dissertation titles

The titles of all UG and PGT projects and dissertations would be recorded on SITS and be outputted on transcripts, HEAR's and TER's along with the module code and title.

Example 7SSG5008 MA Dissertation (Cities, Culture and Social Change) "The Gentrification of Broadway Market"

An online process for the uploading of titles and their approval would be developed.

4. Rounding

Currently the SITS database rounds to the nearest whole number marks at both a component part and module mark stage. This means that the final mark on SITS can vary $\pm 1\%$ from those contained in spreadsheets where marks are displayed to no decimal places but where the actual number in the cell is still recorded to multiple decimal places.

Within SITS the component parts of a module and the final mark need to be rounded to the same number of decimal places. The options are two decimal places, one decimal place or the nearest whole number. This is separate to reporting of the overall "C-Score" where the number of decimal places is determined separately. At this point we would not recommend any changes to the recording system but would need to make staff more aware of the difference between rounding and changing the number of decimals displayed in excel.

5. Reassessment

Reassessment would be triggered as now if a student failed the module overall or failed a core component (i.e. one with a qualifying mark). The result of any resit would continue to be capped at the pass mark.

Modules would have a suite of options for reassessment to choose from similar to the different marking models. The reassessment method being used would need to be decided when a module was created and clearly advertised to students in module handbooks. Any changes to method of reassessment would need to be made on an annual basis and advertised to students in the module handbooks. Module organisers and departments would not be able to choose the method of re-assessment on the basis of individual students or based on how many students failed the module. Any alternative assessments would need to be approved by the external examiner.

Option 1

Formally current practice if the module (or component with a qualifying mark) is failed resits are generated in all components that have been failed.

Example: A module has three assessment elements; an exam weighted at 50%, an essay weighted at 25% and a presentation weighted at 25%.

If a student got 50% in the exam and 25% in the essay and 20% in the presentation they would fail the module with a mark of 36%.

Resits would automatically be generated in the essay and the presentation.

Option 2

If the module is failed a resit is generated in one substantive component, which is weighted as in the first assessment and the final module mark is calculated using the highest mark in this component and the existing marks from the other previously passed components. This would usually be the same as the substantive component of the module assessment e.g. the exam or dissertation but could be an alternative assessment e.g. as essay.

Example in the above scenario the student would have an exam worth 50% (the weighting of the failed components) which would be added to the existing exam component to calculate the final mark.

This option is may involve some additional work by professional services to update the automatically generated re-assessments.

Option 3

An alternative assessment worth 100% is set; this could for example be an exam or essay.

Example the student fails the module and is given an alternative assessment for example an exam or essay which is the only basis for calculating if the student has passed or failed the module. Any previous marks whether pass or fails are not used in calculating the resit mark.

6. Module Coding

In order to help with class lists, timetabling and KEATS (Moodle) where possible we will seek to record all students taking the same module on the same code and differentiate Study Abroad students by alternative means. This may require some additional work by ITS or Professional Services Staff to allow the Exams Office to identify Study Abroad students who will not be sitting assessments alongside others registered on the module. We believe this worth doing for the benefits in the student and academic experience and any additional work for professional services will be offset by the time savings in no longer having to manage multiple versions of the same module.

7. KEATS Integration

Integration between the KEATS (Moodle) mark book will be developed to allow the direct uploading of marks from KEATS to SITS.

8. Process Change

In order to avoid ARC/Academic Centre having to enter all the component marks on to SITS following the June exams it is expected that marks will be submitted on a rolling basis as they become available for that component.

Timescale

The main changes would be brought into coincide with any changes from the Credit Framework review (2013/14).

Departments would be identified to participate in a pilot during 2012/13.