

**Ecological Sciences
Biological Sciences (Ecology)**

MODERATION SHEET – 2013 - 2014

Years 3 & 4: Moderation sheet (please keep with scripts)

Course	Submission date	Marking/Moderation date	Date to be returned to Meredith
		Markers: By Moderation: By	By:

NOTE: Marking and moderation to be completed within two weeks of submission date

Moderate either a 1/3 sample or 10 scripts (whichever is greater).

Carry out both of the following two stages and tick boxes when completed:

- i. Review essays at the extremes of the marking range
- ii. Review a selection of essays with marks at all class boundaries

Initial all the scripts you have read so that the External can see which ones have been moderated. Be aware that the student may see any comments that you write on the script. Specific comments on individual marks should be appended on this form below, not written on the script.

Then

- The scale of marking is agreed: no further action required
- There is a discrepancy: resolve and account for agreed outcome
- Agreement cannot be reached, consult another moderator

Then

- Leave all grades unaltered
- Move the entire range of grades used up or down
- Stretch/compress the grades from the top and/or stretch/compress from the bottom
- Move the entire grade range **and** stretch/compress one part.

Finally write any comments here (continue on reverse as appropriate) and return scripts to Meredith Corey