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University of Sri Jayewardenepura

Faculty of Applied Sciences

Department of ---------------------------

**REPORT FOR THE MODERATION OF EXAMINATION PAPERS**

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| **Instructions to the Examiner/Subject Coordinator** |
| The following documents should be provided to the **Moderation Examiner.**a) Exam paper along with model answers and marking guideb) Detailed course outline of the subject |

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| **Degree Programme, Academic Year, and Semester** |  |
| **Subject Code and Title** |  |
| **Assessment Type** | End Semester Examination |  |  |
| **Attached Documents** | ❑ Examination Paper❑ Course Outline | ❑ Model Answers and Marking Guide |
| **Name of the Subject Coordinator** |  | **Date of Examination**  |  |
| **Due Date** |  |

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| **Instructions to the Moderation Examiner** |
| Please review the examination paper, model answers, and the marking guide. When completed, please fill and sign this report. Return this report together with the moderated copy of the exam paper to the setting examiner or course coordinator. You may discuss your feedback with the subject coordinator. |

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| **No** | **Feedback Item** | **Response** | **Comments** |
| **Yes** | **No** |
| 1. **Assessment Activities**
 |
| 1.1 | Do the questions reflect course learning outcomes adequately? |  |  |  |
| 1.2 | Are the questions appropriate to the level being assessed? |  |  |  |
| 1.3 | Are the questions clear and unambiguous? |  |  |  |
| 1.4 | Does the evaluation reflect up-to-date theories/industry practice? |  |  |  |
| 1. **Clarity of Content and Instructions**
 |
| 2.1 | Does the evaluation incorporate clear instructions to the candidate? |  |  |  |
| 2.2 | Are all necessary figures, tables, and equations included and correctly ordered? |  |  |  |
| 1. **Model Answers and Marking Guide**
 |
| 3.1 | Are the answers structured with a breakdown of marks? |  |  |  |
| 3.2 | Are the answers correct and adequate? |  |  |  |
| 3.3 | Is the allocation of marks appropriate and fair? |  |  |  |

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| **Overall Moderation Outcomes** |
| **Met** | Key assessment requirements are met. |  |
| **Modify** | Overall, key assessment requirements are met but modification is required before assessment materials are used again. |  |
| **Not Met** | Key assessment requirements are not met. |  |
| **Overall comment:** |
| **Name of the Moderator** |  |
| **Signature**  |  |
| **Date** |  |

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| **Follow-up actions taken by the Examiner/Coordinator** |
| **Actions:** |
| **Subject Coordinator’s Name** |  |
| **Signature**  |  |
| **Date** |  |

*(Examiner/Course Coordinator should file this document in the course delivery file system)*