LJMU EE Briefing Sessions 2023-2024

EE Briefing Session 1 - Update for the New Academic Year – Session for Incumbent External Examiners:

Description:

An update for incumbent External Examiners on what's new for 2023-24 (Academic Framework, processes and policies).

***This session will be delivered via MS Teams**. (Joining instructions for each session will be circulated to registered attendees closer to the training date).*

Booking details:

Date/Time:	Link to book (Eventbrite)	Deadline for Registrations
Tuesday 26th September 2023 (10am-11am)	https://www.eventbrite.co.uk/e/711515170027?aff=oddtdtcreator	*19.09.2023*

EE Briefing Session 2 - The Role of External Examiner (session for EEs who are new to External Examining):

Description:

Are you new to External Examining? Are you an academic with no prior experience as an External Examiner, or are you a practitioner or professional from a non-academic or industry background? This training session will give new, inexperienced EEs an introduction to the philosophy behind External Examining, why we do it, and how their dual roles of 'critical friend' and 'guardian of standards' can be managed effectively.

***This session will be delivered via MS Teams**. (Joining instructions for each session will be circulated to registered attendees closer to the training date).*

Duration:

Approximately 1.5 hrs

Booking details:

NB – This session is being delivered on several alternative dates. External Examiners need only attend once.

Date/Time:	**Link to book (Eventbrite)**	***Deadline for Registrations***
Tuesday 3rd October 2023 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-the-role-of-external-examiner-tickets-711523394627?aff=oddtdtcreator	*19.09.2023*
Tuesday 7th November 2023 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-the-role-of-external-examiner-tickets-711546704347?aff=oddtdtcreator	*24.10.2023*

Date/Time:	Link to book (Eventbrite)	*Deadline for Registrations*
Monday 11th December 2023 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-the-role-of-external-examiner-tickets-711547446567?aff=oddtdtcreator	*27.11.2023*
Monday 22nd January 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-the-role-of-external-examiner-tickets-711549322177?aff=oddtdtcreator	*08.01.2024*
Tuesday 27th February 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-the-role-of-external-examiner-tickets-711550154667?aff=oddtdtcreator	*13.02.2024*

EE Briefing Session 3 - LJMU Academic Framework Regulations and their use in practice:

Description:

A training session for all External Examiners who are newly engaged with LJMU (or EEs who are later in their engagement, and would like to refresh their knowledge). The session will inform External Examiners of the requirements of the Academic Framework Regulations for programme design and assessment.

***This session will be delivered via MS Teams**. (Joining instructions for each session will be circulated to registered attendees closer to the training date).*

Duration:

Approximately 1.5 hrs

Booking details:

NB – This session is being delivered on several alternative dates. External Examiners need only attend once.

Date/Time:	**Link to book (Eventbrite)**	***Deadline for Registrations***
Tuesday 10th October 2023 (10am-11.30am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-ljmu-academic-framework-regulations-tickets-711530696467?aff=oddtdtcreator	*26.09.2023*

Date/Time:	Link to book (Eventbrite)	*Deadline for Registrations*
Tuesday 14th November 2023 (10am-11.30am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-ljmu-academic-framework-regulations-tickets-711550947037?aff=oddtdtcreator	*31.10.2023*
Tuesday 12th December 2023 (10am-11.30am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-ljmu-academic-framework-regulations-tickets-711551980127?aff=oddtdtcreator	*28.11.2023*
Tuesday 23rd January 2024 (10am-11.30am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-ljmu-academic-framework-regulations-tickets-711553825647?aff=oddtdtcreator	*09.01.2024*
Monday 4th March 2024 (10am-11.30am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-ljmu-academic-framework-regulations-tickets-711555590927?aff=oddtdtcreator	*19.02.2024*

EE Briefing Session 4 - LJMU'S Approach to Marking, Moderation and Boards of Examiners:

Description:

A training session for all External Examiners who are newly engaged with LJMU (or EEs who are later in their engagement, and would like to refresh their knowledge). It will inform External Examiners of the requirements surrounding marking, moderation, and Boards of Examiners, and is designed to give them confidence when working with programme teams and Boards of Examiners.

This session will be delivered via MS Teams*. (Joining instructions for each session will be circulated to registered attendees closer to the training date).*

Duration:

Approximately 1.5 hrs

Booking details:

NB – This session is being delivered on several alternative dates. External Examiners need only attend once. [See below]

Date/Time:	Link to book (Eventbrite)	*Deadline for Registrations*
Tuesday 17th October 2023 (1pm-2.30pm)	https://www.eventbrite.co.uk/e/external-examiner-briefing-marking-moderation-and-boards-of-examiners-tickets-711535942157?aff=oddtdtcreator	*03.10.2023*
Tuesday 21st November 2023 (1pm-2.30pm)	https://www.eventbrite.co.uk/e/external-examiner-briefing-marking-moderation-and-boards-of-examiners-tickets-711556734347?aff=oddtdtcreator	*07.11.2023*
Monday 18th December 2023 (10am-11.30am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-marking-moderation-and-boards-of-examiners-tickets-711557817587?aff=oddtdtcreator	*04.12.2023*
Tuesday 30th January 2024 (1pm-2.30pm)	https://www.eventbrite.co.uk/e/external-examiner-briefing-marking-moderation-and-boards-of-examiners-tickets-711559021187?aff=oddtdtcreator	*16.01.2024*
Tuesday 23rd April 2024 (10am-11.30am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-marking-moderation-and-boards-of-examiners-tickets-711560174637?aff=oddtdtcreator	*09.04.2024*

EE Briefing Session 5 – Data Privacy, Data Protection and IT Security for External Examiners:

Description:

This session is designed to inform External Examiners of the law surrounding GDPR/DPA, and Data Privacy, and their obligations in light of this. This session also raises awareness of potential online threats, and gives some guidance about what steps can be taken to lower risks to IT security.

***This session will be delivered via MS Teams**. (Joining instructions for each session will be circulated to registered attendees closer to the training date).*

Duration:

Approximately 1 hr

Booking details:

NB – This session is being delivered on several alternative dates. External Examiners need only attend once.

Date/Time:	**Link to book (Eventbrite)**	***Deadline for Registrations***
Wednesday 4th October 2023 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-data-privacy-data-protection-and-it-security-tickets-711538620167?aff=oddtdtcreator	*19.09.2023*
Tuesday 28th November 2023 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-data-privacy-data-protection-and-it-security-tickets-711561889767?aff=oddtdtcreator	*14.11.2023*

Date/Time:	Link to book (Eventbrite)	*Deadline for Registrations*
Wednesday 31st January 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-data-privacy-data-protection-and-it-security-tickets-711562822557?aff=oddtdtcreator	*17.01.2024*
Wednesday 6th March 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-data-privacy-data-protection-and-it-security-tickets-711567045187?aff=oddtdtcreator	*20.02.2024*

EE Briefing Session 6 - External Examiner Annual Reports – Guidance on completing the report:

Description:

A training session for all External Examiners who are newly engaged with LJMU (or EEs who are later in their engagement, and would like to refresh their knowledge). It will give guidance to External Examiners on completing their annual report, and the External Examiner report/response process at LJMU.

***This session will be delivered via MS Teams**. (Joining instructions for each session will be circulated to registered attendees closer to the training date).*

Duration:

Approximately 1 hr

Booking details:

NB – This session is being delivered on several alternative dates. External Examiners need only attend once.

Date/Time:	**Link to book (Eventbrite)**	***Deadline for Registrations***
Monday 12th February 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-external-examiner-annual-reports-tickets-711544427537?aff=oddtdtcreator	*29.01.2024*
Wednesday 13th March 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-external-examiner-annual-reports-tickets-711568449387?aff=oddtdtcreator	*28.02.2024*
Monday 15th April 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-external-examiner-annual-reports-tickets-711569151487?aff=oddtdtcreator	*01.04.2024*

Date/Time:	Link to book (Eventbrite)	*Deadline for Registrations*
Monday 10th June 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-external-examiner-annual-reports-tickets-711570365117?aff=oddtdtcreator	*24.05.2024*
Tuesday 11th June 2024 (10am-11am)	https://www.eventbrite.co.uk/e/external-examiner-briefing-external-examiner-annual-reports-tickets-711571067217?aff=oddtdtcreator	*24.05.2024*