Group Work Assessments Policy		Ref: PL.002-V002	
Brief Description & Purpose:	Programme level and module learning outcomes, and associated marking criteria, should reflect where group skills are being directly taught and assessed in the programme. The rationale for group work summative assessment should be in line with these Programme level and Module Learning Outcomes and should articulate how the group assessment will contribute to the student's achievement of the required learning outcomes.		
Applicable to (list cohorts):	**Staff:** *All staff*	**Students:** *All students*	**Third Parties:** *All who are in a formal relationship with the University*
Effective From:	September 2020	**Last Review Date:**	December 2023
Approval Authority:	Education Committee	**Approved:**	July 2020
Executive Owner:	Executive Director of Student, Library and Academic Services	**Business Owner:**	Academic Registrar (Director of Quality and Academic Support)
Next Review Date:	December 2026	**Publication External Y/N**	Y

Policy regarding summative group work assessments

1. Programme level and module learning outcomes, and associated marking criteria, should reflect where group skills are being directly taught and assessed in the programme. The rationale for group work summative assessment should be in line with these Programme level and Module Learning Outcomes and should articulate how the group assessment will contribute to the student's achievement of the required learning outcomes.

2. Student's abilities to participate effectively in group work should be developed incrementally across a programme of study and the teaching of group work skills should be embedded within programmes, particularly within modules which have a group work assessment. Examples of relevant activities can be found here. As part of this development students should be given preparation for the work involved in each group work assessment.

3. Individual marks should account for at least 60% of the marks across a level of study e.g. at least 60% of Level 4 (all modules) and for at least 50% of the marks on a module. Exceptions to this should be approved by the Faculty module approval and review processes on the basis of a clearly articulated rationale as to the benefit for students of a higher proportion of marks being allocated for group work.

4. The arrangements and requirements of the group work assessment should be clearly outlined early in the module, in assessment briefings and included in the module handbook/teaching and learning plan. A sample group contract should be provided if this is required as part of the submission.

5. Students should be informed of the timing and expectations of any interim checkpoints by which members of the groups should have produced specific elements of the final work.

6. Clear guidelines and effective communication regarding processes involved in the group assessment should demonstrate transparency in the processes involved, particularly in relation to

   - Selection of group members
   - Expectations of the requirements for group members
   - The breakdown of marks allocation for the end product and/or for the group work processes involved
   - The process to be undertaken in the event of any disputes within the group
   - How the impact of any Personal Extenuating Circumstances, deferrals and referrals will be managed

7. Examples of recommended processes can be found in the Northumbria University Group Work Guidelines here.

8. The resources which are available to support the group work should be clarified early in the module and outlined in the module handbook/learning and teaching plan. This may include physical resources, shared online space within the e-learning portal or access to examples from previous assessments.

9. There should be at least one opportunity in class for students to discuss their work with other members of their group.

10. Where students are marking each other, there needs to be a robust evidence-based mechanism in place to underpin that peer marking.

Version No.	Reviewer	Date	Changes
2.0	Governance and Enhancement Administrator	August 2024	Amendment to Cover Page to be in line with Policy Template and addition of Version History.