

# **Standards for Phase 1 Student Selected Components**

School of Medicine

Faculty of Medicine and Health Sciences

March 2025

---

## Contents

Aims of Student Selected Components (SSCs) .....	3
SSC Activities .....	3
Weekly seminars .....	3
Group Tutorials .....	3
Assessment.....	4
Marking Process.....	5
Mitigating Circumstances .....	5
Moderation .....	5
Release of results and feedback .....	6
Reassessment information .....	6
Portfolio Form Completion .....	6
Students repeating a year of study.....	6
Responsibilities.....	6
Links to other Documents .....	7
Document Control .....	7

---

## Aims of Student Selected Components (SSCs)

The aim of the SSCs is to provide opportunities for learning and experiencing topics outside of the core curriculum with the intention of revealing new concepts, ideas and pathways that might be available for students in their life beyond medical school.

SSCs are a student-led activity, designed to motivate students to expand their knowledge and skills. They are designed to enabling the development of research skills and to encouraging self-directed learning to help life-long learning and to improve students' self-confidence.

The projects and choices available to students in Phase 1 matches the research or academic interests of our educators as well as the GMC outcomes. It is an opportunity for members of staff to develop their interests together with our Phase 1 students.

Alongside the projects (group tutorials), we will provide compulsory 1hour weekly talks delivered by experts in their field.

## SSC Activities

Our SSCs comprises of 2 main activities delivered over Terms 5 and 6 on Mondays and Wednesdays (A total of 8 hours per week during 10 weeks of each term, totalling 160 hours).

- Weekly seminars. Delivered by expert guest speakers on varied topics but that are independent to the second element.
- Group tutorials. Comprising of a variety of teaching and learning methods as for example, tutorials, practical's, guided self-study, problem-solving scenarios, role play, projects, group work, portfolio, e-learning and patient-based learning (8 hours per week).

### Weekly seminars

The first series of speakers will address topics on Research Methods in order to provide students the background they need to develop their projects in their individual groupings. At the end of each talk, each group of students are requested to formulate and post a question to the guest speaker on the MS Teams chat to facilitate discussion on the topic.

Attendance is compulsory at these seminars, and they are subject to engagement spot-checks.

### Group Tutorials

Faculty members will choose and organise a course with an integrated project linked to their research or academic area of interest. Students will select projects according to their interest and faculty administrators will allocate to each student based on these preferences.

The group tutorials will run over Terms 5 and 6. Activities will be designed by each group lead, and they can comprise of group meetings either face to face or online as well as self-directed learning activities. Study hours should equate to a total of 140 hours, and this can be split into activities at the lead's discretion. However, it is not anticipated that students will have more than 4 hours a week of face-to-face activity. The number of hours spent on meetings should be a minimum of 25% and a maximum of 75% of the total amount of hours allocated to the Group tutorials (140 hours).

Example topics from previous years:

- Can we cure depression?
- Diabetes Awareness

- Gut microbiota in Health and disease
- Learning styles, Personalised Medicine
- Equality, Diversity and Inclusion
- History of Medicine
- Neurodegenerative Diseases
- Creative Anatomy

## Assessment

Assessment of the SSC will be based solely on the group tutorial element, there will be no formal assessment of the weekly seminars.

The group tutorial element will be assessed on a single piece of work selected by the Group Lead that is appropriate to the subject of the SSC unit. The assessment might include a literature review, a poster, a piece of recorded media or multimedia, or some creative writing. To ensure parity of assessment burden across SSC units, each Group Lead must ensure that their chosen assessment meets the equivalence guidance provided by the Phase 1 SSC Lead and approved by the Phase 1 SSC Lead, Assessment Lead and Phase 1 Lead ahead of each academic year. Any written work should be no longer than 2,000 words.

Students should demonstrate academic integrity in the completion of the SSC assessment. Information from all sources should be presented in the student's own words and appropriately referenced. The work should be the student's own, unless set as a groupwork assignment by the SSC group lead, and the use of generative artificial intelligence in the final output is prohibited unless specifically allowed by the SSC Group Lead.

The assessment will be graded against 8 Outcomes for Graduates

Outcome 26e (critically appraise a range of research information including study design, the results of relevant diagnostic, prognostic and treatment trials, and other qualitative and quantitative studies as reported in the medical and scientific literature) is a compulsory assessed outcome in the SSC. All the students should be able to provide a reference list/bibliography to accompany their assessment.

The other seven outcomes will be selected by the lead from a predefined list. The outcomes have been assigned into 5 domains; Information & Data, Good Clinical Practise & Patient Centred Care, Professional Responsibilities, Research Skills and Professional Development. The Group lead must select at least one outcome from each of these five domains the remaining two outcomes maybe selected from any domain.

Details of the assessment should be made available to the students in week 1 of Term 5, this information should include the marking rubric (see marking process for further information about the rubric). The assessment will be submitted at the end of Term 6 at a time defined by the Phase 1 SSC Lead and the Assessment Lead.

One draft of student work should be reviewed by the supervisor in Term 6 and returned to the student at least 4 weeks before submission date.

All written work should be uploaded to the faculty assessment system (Examsoft), in the case of an assessment not being compatible with this system, the group lead should log completion of the assessment with the assessment team. The Group Lead should also make provision to check the work for plagiarism or the use of generative artificial intelligence, for example by instructing students to upload written assignments or transcripts to the University's plagiarism detection software (e.g. Turnitin). Feedback on the final project should be available for all students.

---

## Marking Process

The Group Lead will mark their students' work against the marking rubric. The rubric will have been made available to students as soon as practicably possible in Term 5. The rubric will be used to grade the student against each of the eight Outcomes for Graduates chosen for the assessment.

A student will be graded as Unsatisfactory, Satisfactory or Exceeding Expectations in each outcome. The marking rubric will contain a descriptor of the expectations for each of the three possible grades relating to that outcome. The Phase 1 SSC Lead will provide generic descriptors for each SSC outcome and Group Leads should use these descriptors in their marking rubrics.

The Group Leads must record their rubric marking for each student on the faculty assessment system (Examsoft). A student will be graded as Satisfactory overall in the SSC if they demonstrate competence in 75% of the outcomes tested in the assessment (i.e. at least 6 out of 8 outcomes are marked as satisfactory and/or exceeding expectations). A student will be graded as Unsatisfactory in the SSC if less than 75% of the outcome-tests are graded as satisfactory in the assessment (i.e. three or more outcomes are graded Unsatisfactory). The Assessment is Formative and student results in the form of the Examsoft S&O report, and a reflection should be posted in the student e-portfolio using the Phase 1 SSC form. This is a mandatory activity and completion of this activity will be required at the end of Year 3 when e-portfolio is summatively assessed.

Late submission due to mitigating circumstances should be negotiated with the individual Group Lead.

## Mitigating Circumstances

Extensions of up to one week are at the discretion of the relevant Group Lead. However, in such cases, the process used for decision making must be the same for all students within the relevant cohort and must be notified to all students in advance of the assessment deadline.

## Moderation

A minimum of 20% of submissions for each group must be moderated by a different SSC Group Lead. Normally this will include all students receiving an overall Unsatisfactory grade.

Group Leads are responsible for arranging the moderation of their SSC work, including identifying a moderator and providing a list of student numbers to be moderated. This information should also be shared with the Assessment Team.

Due to the diverse nature of assessments for each SSC group it is recommended that the Group Lead provides the moderator with all student-facing guidance before the moderator views the work.

Moderators should not change a first marker's grade, but if they disagree with marking, they should first discuss it with the Group Lead and reach a mutually agreed outcome.

If this is not possible the work should be referred to one of the Phase 1 SSC Lead, Phase 1 Lead or Assessment Lead, to give a third and final decision on grading.

The Assessment Team will keep a record of the moderation process in a file accessible to all SSC group leads.

Once moderation is complete SSC Group Leads should inform the Assessment Team of the assessment results in the form of the number of SSC outcomes passed at Satisfactory or Exceeding expectations levels.

### Release of results and feedback

The assessment team will release results and feedback to students, on or as close as possible to the release of ETA6 results. This will be in the form of a Strengths and Opportunities (S&O) report based on the graded rubric and containing assessor comments. This will be accompanied by an email from the Assessment Team with guidance for interpreting the overall outcome of the assessment based on the number of individual outcomes passed. Students who receive an overall Unsatisfactory grade will be contacted independently by the Assessment team with information about the resubmission opportunity.

### Reassessment information

Students who are graded as Unsatisfactory in the assessment are required to resubmit their work or complete an alternative equivalent task in which they attempt to remediate the outcomes unsatisfactory at first attempt. For example, a student may resubmit a written piece using track changes to show the marker where the student has added new content to address an unsatisfactory outcome. Students requiring a resubmission should meet with their SSC Group Lead to discuss the specific requirements. To obtain a satisfactory grade following resubmission a student must demonstrate competence in 75% of the outcomes tested in the assessment (i.e. at least 6 out of 8 outcomes are marked as satisfactory and/or exceeding expectations).

The date for resubmission will be set by the Phase 1 SSC Lead and the Assessment Lead, it will normally be after the Year 2 Qualifying Exam but before Phase 2 Induction week.

Any further submissions will only be allowed in exceptional circumstances at the discretion of the SSC Group Lead and Phase 1 SSC Lead. Students who fail to meet a satisfactory outcome in the SSC after two submissions will require a learning plan to ensure outcomes are assessed in an alternative way.

### Portfolio Form Completion

Student results, in the form of the Examsoft S&O report, and a reflection should be posted in the student e-portfolio using the Phase 1 SSC form. This is a mandatory activity and completion of this activity will be required at the end of Year 3 when e-portfolio is summatively assessed.

### Students repeating a year of study

Students repeating the second year of study will be expected to take part in the SSC unit in full including completion of the assessment and e-portfolio submission components. They will need to participate in a new SSC and are not able to revisit their SSC from previous years.

### Responsibilities

The Phase 1 SSC Lead has overall responsibility for the annual update to this document.

### [Links to other Documents](#)

This document should be read in conjunction with the Code of Practice for Assessment.

### [Document Control](#)

Date policy approved: March 2024

Date of policy review approval: April 2025

Date of next policy review: Academic Year 2026