

Podcast Assessment Feedback (PAF) Student Guidelines

What is PAF?

Podcast Assessment Feedback is a method of providing feedback to you in an audio file. This is a file that is sent to your university email inbox and when you open it you will hear a tutor's voice giving you verbal feedback on your work. You can save this either to your computer or a portable device.

Why are we using it?

Research has informed us that students find this a far more useful way to receive feedback. They find that they can understand the feedback more and it's more detailed. They can listen to it again so that it can help inform future work.

When will it be used?

In this module 354OT, you will already have received some information podcasts to help guide your studies. These are called profcasts. PAF will be similar and will provide you with feedback on the assignment you have submitted.

Your first PAF will give feedback on your draft Career Narrative outline that you send to your seminar tutor for comment. Your tutor will record their feedback to you and email this directly to your university email address.

Your second PAF will be giving feedback on your portfolio submitted as a final piece of work at the end of the module. You will receive a grading grid and marks in written format on your work when it is returned to assignment handling. However your comments, usually written underneath the grade grid will be emailed to your university email address at the same time as the work is returned to assignment handling.

What do I do when I get PAF in my email box?

You can save this to your computer anywhere. Pick somewhere where it will be easy to find again. You can also save it to a variety of mobile devices such as an MP3 player and some phones. You can also leave it in your email if you wish. You may get advice to save it to disk when you open it. You can do but this is not necessary and it should be easy to save. You can open and listen to it via windows media player or other system equivalents.

Before you listen make sure you are in a quiet environment. Make sure your work is beside you and check the volume on your computer. You will hear a tutor introducing themselves and saying hello to you and then outlining what they will cover in the PAF. Make sure that you are in an environment and at a time when you are reasonably comfortable to listen to the file. It does feel more personal than reading comments so just be aware of that. Then listen to the file cross referencing to your work. If there are any areas that you don't understand by all means approach your marker for clarification in the usual way.

If your PAF is for formative assessment e.g. draft work you have submitted for comment, and then make appropriate amendments before your final submission. If it is your summative (final) piece of work the purpose is that you will be more able to use the feedback to inform future work or practice as highlighted by research.

What if I have specific learning needs that mean an audio file doesn't suit me?

There is no problem here. Just email your seminar tutor and copy the module leader Imogen Gordon in to the email and your work will receive written comments instead.

Can I have both formats?

No, but by all means approach your marker for feedback following receipt of your comments if you wish to discuss anything further

What if I lose the file?

Please don't worry, recontact the module leader Imogen Gordon and she will resend it. Please note that if this is some time after the module this will not be possible