

Each year, Schools review all programmes delivered across various modes and locations as part of the **Annual Monitoring and Review (AMR)** process, which includes two strands:

1. **School AMR (SAMR)** – *this briefing paper*
2. **Partner AMR (PAMR)**.

The School AMR Process

While SAMR is a formal, externally mandated quality process, it also offers an opportunity for staff to evaluate and improve their programmes with the following objectives in mind:

- **ASSURANCE:** Confirming the quality and academic standards of educational provision.
- **ENHANCEMENT:** Taking deliberate steps to improve the student learning experience.

Report templates, developed and distributed by Academic Quality, guide Schools in evaluating the student experience, academic performance, key issues, and planned enhancements across all delivery modes.

The process has the additional benefits of using academic performance data to inform evidence-based decision-making and provides oversight at multiple levels of key developments in learning, teaching, and assessment.

The School AMR Timeline



MARCH	JULY	AUGUST	SEPTEMBER
<p>AQ distributes the following templates for completion by Schools:</p> <p>Discipline-Level Review Reports (DRRs)</p> <p>School Review Reports (SRRs)</p>	<p>After reviewing all on-campus, off-campus, and online provisions, Schools must submit a School-level Review and Enhancement Report to Academic Quality (AQ) by 18 July.</p>	<p>All submitted reports are reviewed by AQ, and are compiled into a summary report and a University-level action plan.</p>	<p>AQ provides summaries for the institutional quality report and Scottish Funding Council (SFC) Self-Evaluation and Action Plan (SEAP).</p>

Resources and Support

- [AMR SharePoint Hub](#) – timelines, forms, templates, and briefing session dates
- [SAMR SharePoint Hub](#) – guidance and templates for School monitoring
- [PAMR SharePoint Hub](#) – guidance for partner monitoring
- **Contact:** quality@hw.ac.uk – for specific advice and support