

## External advisor

### Role definition

An External advisor is responsible for reviewing the content of a proposed IB assessment, ensuring sufficient curriculum coverage, appropriate level of difficulty and adequate discerning factors.

Assessments can include:

- Examinations
- Pre-release materials
- Prescribed essay titles
- Partially completed unit planners

An External advisor produces a report which covers:

- Curriculum coverage
- Level of difficulty
- Discerning factors

This report should also suggest improvements to the assessment.

External advisors may need to participate in meetings during the assessment production process, these meetings can take place virtually using communications technology or face to face.

Compliance with deadlines is vital in ensuring that assessments are produced to a high quality and on schedule.

External advisors are paid individually for the tasks they complete and for participation in meetings. The rate of fees is dependent on the subject and component.