# The College of Haringey, Enfield and North East London



# **Learner Review**

16 January 2012

Learner: Najma Mohamed Abdullah

#### **Key to Attendance and Punctuality percentages**

- 100% to 92% is green status
- 91% to 87% is amber status
- 86% and below is red status

#### The Learner Review Procedure

Each learner will have met with their Personal Tutor for a 1 to 1 review to discuss the progress they are making at college and any specific support they may require to help them achieve their targets and qualification.

As part of the review each Subject Lecturer completes a report and then the Personal Tutor summaries these in the Personal Tutor Summary. Targets are then set for each learner.

# **Subject Targets**

| Subject   | Attendance | Punctuality  |  |
|---|------------|--------------|--|
| C&G Level 3 Tourism Studies<br>Yr2<br>City & Guilds Level 3 Tourism<br>Studies Yr2 (E) (Tutorial &<br>general Unit) | 100%       | 100%<br>(10) |  |
| Modules:  |            |              |  |
| ND3MTAS1-1DA22A/TUT Tutorial  |            |              |  |

#### **Comments / Reference / Targets**

Smart Targets: Meet all deadlines in Term 2 to support your targeet grade of Pass

Comments: Good attendance in Term 1. Make sure that you are in tutorials from January

5th 2012 to maintain a constant dialogue regrding course progress.

Marie Welsh.

| Subject  | Attendance   | Punctuality  |  |
|--|--------------|--------------|--|
| Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat) | 100%<br>(10) | 100%<br>(10) |  |
| Modules:   |              |              |  |
| ND3MTAS1-1DA22A/ESLES ICT  |              |              |  |

#### **Comments / Reference / Targets**

Smart Targets: Prepare for ICT mock on 13 Oct by revising on work covered in lessons

Comments: Anita Sampat.

| Subject  | Attendance | Punctuality  |  |
|--|------------|--------------|--|
| C&G Level 3 Tourism Studies<br>Yr2<br>Unit 323 Conferences and<br>Events | 93%<br>(6) | 100%<br>(10) |  |
| Modules:   |            |              |  |
| ND3MTAS1-1DA22A/COE Conference and Events                                |            |              |  |

#### **Comments / Reference / Targets**

Smart Targets: Task A resubmission and Task Bii to be handed in by 24th November

Comments: Deborah Abrey.

| Subject Attendance | Punctuality |
|--------------------|-------------|
|--------------------|-------------|

| C&G Level 3 Tourism Studies Yr2 Unit 303 Promotions and Sales in Travel and Tourism | 100%<br>(10) | 100%<br>(10) |  |
|---|--------------|--------------|--|
| Modules:  |              |              |  |
| ND3MTAS1-1DA22A/CUS BTEC Customer Service   |              |              |  |

#### **Comments / Reference / Targets**

Whilst Craig Nottingham, your tutor for this unit, is absent from College due to

ill-health, you should use the study time to get ahead with the work,

assignments and assessments for the units being delivered by your other tutors. You will then be able to focus on this unit again at a later stage in the

year. This means that you should be able to submit work early for other units

and there is no excuse for not meeting deadlines.

Smart Targets:

Comments:

Darren Leftwich.

| Subject  | Attendance   | Punctuality  |  |
|--|--------------|--------------|--|
| Travel & Tourism BTEC Customer Service (All Tourism Courses) (E)                               | 100%<br>(10) | 100%<br>(10) |  |
| Modules:   |              |              |  |
| ND3MTAS1-1DA22A/CUS BTEC Customer Service , ND3MTAS1-1DA22A/WTD World Wide Travel Destinations |              |              |  |

#### Comments / Reference / Targets

Smart Targets: deadline /Assessment

BTEC Customers: Make sure you complete and submit your customer service

outcome 1 (elements 1.1, 1.2 & 1.4 -1.5) by Monday 21st November.

Comments:

**World Wide Destinations:** You need to do some independent research/ revise after each outcome so that you have a clear understanding of all the relevant outcomes and requirements needed in order to successfully pass your on-line exam. Make sure you bring a folder to ever lesson so that you can attach the relevant sources against the outcome that is being delivered.

Najma well-done your attendance is excellent keep up the good work!approve

#### Georgia Demetriou.

| Subject  | Attendance | Punctuality  |  |  |
|--|------------|--------------|--|--|
| C&G Level 3 Tourism Studies<br>Yr2<br>Unit 323 Conferences and<br>Events | 93%<br>(6) | 100%<br>(10) |  |  |
| Modules:   |            |              |  |  |
| ND3MTAS1-1DA22A/COE Conference and Events                                |            |              |  |  |

#### Comments / Reference / Targets

Smart Targets: Task A resubmission and Task Bii to be handed in by 24th November

Comments: Deborah Abrey.

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# **Personal Targets**

| Area of Development: | Completion of course work | Najma Mohamed Abdullah  Date Set: 10 October 2011 |
|----------------------|---------------------------|---|
| S.M.A.R.T. Target:   |                           | Doadling: 13 October 2011                         |

| Area of Development: | Completion of the work                               | Najma Mohamed Abdullah  Date Set: 10 October 2011  Deadline: 17 October 2011 |
|----------------------|--|--|
| S.M.A.R.T. Target:   | Complete Conference and Event for Debby By<br>Monday | Deadine: 17 October 2011   |

# **Tutor Review**

### Comments / Reference / Targets

None.

| Course                      | Attendance | Punctuality |
|-----------------------------|------------|-------------|
| C&G L3 Tourism Studies Y2 E | 93%        | 99%         |