The College of Haringey, Enfield and North East London



Learner Review

22 March 2012

Learner: Adivie Krasniqi

Personal Tutor: Anita Sampat

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	
BTEC Level 2 Diploma in Business (Enfield) Unit 7 Verbal and Non-verbal Communication in a Business Context (E)	84% (4)	100% (10)	

Modules:

FD2MBUS2-1DA11B/VVS Verbal and Non Verbal Skills, FD2MBUS2-1DA11B/TUT Tutorial, FD2MBUS2-1DA11B/ENW Enterprise in the Workplace

Comments / Reference / Targets

Needs to improve attendance and punctuality

Smart Targets: • Work towards all assessment deadlines

Adivie I know that you can achieve your targets. Start planning your assessments, so that you can go through drafts well in advance of the

deadline.

Comments: Schnell Smith.

Subject	Attendance	Punctuality		
BTEC Level 2 Diploma in Business (Enfield) Unit 1 Business Purposes (E)	84% (4)	100% (10)		
Modules:				
FD2MBUS2-1DA11B/BUP Business Purposes				

Comments / Reference / Targets

Smart Targets: Present your initial business idea to class by 23/03/12 for unit 17

Comments: Some good work for unit 1

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) Unit 1 Business Purposes (E)	83% (4)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/BUP Business Purposes			

Comments / Reference / Targets

Smart Targets: Must submit full assignment, including amended work, by end of Jan

Comments: Some good work but you are still missing too many classes

Upal Banerjee.

Subject	Attendance	Punctuality

BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)	87% (4)	100% (10)
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Modules:

FD2MBUS2-1DA11B/BUO Business Organisations , FD2MBUS2-1DA11B/TUT Tutorial , FD2MBUS2-1DA11B/PEO People in Organisations , FD2MBUS2-1DA11B/MFS Money and Finance Skills

Comments / Reference / Targets

Needs to improve attendance and punctuality, attending all lessons

Smart Targets: Attend additional learning support sessions for literacy

Meet all subject assessment deadlines

Adivie has worked well in class this term. She has grown in confidence and

works well in a team.

Comments: Her attendance has dropped slightly and this will need to improve next term

Continue to meet assignment deadlines, for all subjects

Schnell Smith.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) Functional Mathematics (BTEC L2 Dip in Business) (E)	83% (4)	93% (7)	
Modules:			
FD2MBUS2-1DA11B/FSM FS Maths			

Comments / Reference / Targets

Improve attendance.

Review Shape, Space, and Data Handling in preparation for the mock exams.

Comments: The progress Adivie has shown this term has been hindered by attendance

issues.

Amanda Smith.

Smart Targets:

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)	83% (4)	100% (10)	

Modules:

FD2MBUS2-1DA11B/MFS Money and Finance Skills, FD2MBUS2-1DA11B/FSI FS ICT

Comments / Reference / Targets

Complete a Functional Skills ICT level 1 Mock exam on your return and Pass **Smart Targets:**

Money and Finance by end of March 2012

Improve your attendance and punctuality to lessons and get your work Comments:

completed as quickly as possible. You are doing well and lovely student, so

need to pass above. Good work on Valentines event

Mandy Hayward.

Personal Targets

Area of Development:	Organise course folders	Schnell Smith Date Set: 5 October 2011 Deadline: 5 October 2011
IIS MIN PI I STABTO I	Sort out a folder for all course notes, assignments and timetable by beginning of next weeksmile	Deadine. 3 October 2011

Area of Development:	Attendance and Punctuality	Schnell Smith Date Set: 5 October 2011 Deadline: 5 October 2011
IIIS MIN PI I STACT	Achieve at least 95% attendance and punctuality record for the month	Deadinie. 3 October 2011

Area of Development:		Schnell Smith Date Set: 27 October 2011 Deadline: 20 November 2011
S.M.A.R.T. Target:	Identify your current knowledge and skills to possible job opportunities using appropriate sources of information and advice. Do a SWOT analyses to identify what strengths you have and what gaps you have in the weaknesses. Make sure you also have evidence from the Careers Interview and Analysis.	Deadine. 20 November 2011

Tutor Review

Comments / Reference / Targets

None.

Course	Attendance	Punctuality
BTEC L2 Business EGpB	82%	99%