The College of Haringey, Enfield and North East London



Learner Review

22 March 2012

Learner: Solveiga Bulatova Personal Tutor: Marie Welsh

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 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E) | 99% (9) | 100% (10) |

Modules:

NE3MBUS1-1DA21C/BUR Business Resources, NE3MBUS1-1DA21C/RAS Recruitment and Selection, NE3MBUS1-1DA21C/BCS BTEC Customer Service

Comments / Reference / Targets

Smart Targets:

All outstanding tasks for Unit2 to be submitted by 16/03/12. Hand in Unit13 P1

to P5 and Customer service Unit1 outcomes 1 and 2 by 23/03/12

Comments: Stay positive and contribute more to class discussions

Upal Banerjee.

| Subject | Attendance | Punctuality | |
|-------------------------------|---------------------------------------|-------------|--|
| BTEC Level 3 Extended | | | |
| Diploma in Business Yr1 | | | |
| (Enfield) | 97% | 100% | |
| BTEC Level 3 Extended | (9) | (10) | |
| Diploma Business GpC Yr1 | \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | ` ' | |
| (Tutorial & General Unit) (E) | | | |

Modules:

NE3MBUS1-1DA21C/MBE Managing a Business Event, NE3MBUS1-1DA21C/TUT Tutorial, NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to Marketing

Comments / Reference / Targets

Smart Targets: You need to make sure you have three units signed off with Passes in your

folder by end of March from term 1 - Unit 2, Unit 3 and Unit 19.

This should be Merits but you are lacking focus and concentration to achieve your Passes at this moment. I thought you recognised this and was going to change. So unhappy with your behaviour in class, low level disruption. You are not checking understanding, getting tasks very wrong when handing them

in or presenting and then you are upset. How about concentrating on what you have to do and getting it right the first time and then working on Merits.

You need to sort it out.

Mandy Hayward.

Comments:

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

| BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E) | | 100% (10) |
|--|--|--------------|
| Modules: | | |
| NE3MBUS1-1DA21C/FSE FS English | | |

Comments / Reference / Targets

Smart Targets: Take part in a formal dicussion by 22nd Feb.

Comments:

Donna Kavanagh.

| Subject | Attendance | Punctuality |
|--|------------|--------------|
| BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E) | 95% (8) | 100% (10) |
| Modules: | | |
| NE3MBUS1-1DA21C/FSE FS English | | |

Comments / Reference / Targets

Smart Targets: Complete a mock level 1 writing exam and identify areas of weakness,

according to the marking criteria, by the end of March.

Comments: Well done for passing your speaking and listening element and your mock

reading test.

Donna Kavanagh.

| Subject | Attendance | Punctuality |
|--------------------------------|------------|-------------|
| BTEC Level 3 Extended | | |
| Diploma in Business Yr1 | | |
| (Enfield) | 100% | 100% |
| BTEC Level 3 Extended | (10) | (10) |
| Diploma Business GpC Yr1 | | |
| (Tutorial & General Unit) (E) | | |
| Modules: | | |
| NE3MBUS1-1DA21C/HAS Health and | d Safety | |

Comments / Reference / Targets

Smart Targets: Unit 27 H&S Assignment - submit by March 28th 2012

You have made progress in the unit, completing the risk assessment activity

Comments: and meeting the deadline for Assignment 1. After the Britvic visit you will have

completed the research for this unit.

Marie Welsh.

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

| BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) | 100% | 100% | |
|---|------|------|--|
| Unit 1 The Business Environment (E) | (10) | (10) | |
| Modules: | | | |
| NE3MBUS1-1DA21C/BUE Business Environment | | | |

Comments / Reference / Targets

Smart Targets: Complete corrections by 20th January 2012
Comments: Making progress in this unit , contributing in class.

Marie Welsh.

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Personal Targets

| Area of Development: | Maths | Mandy Hayward Date Set: 15 September 2011 Deadline: 21 September 2011 |
|----------------------|--|---|
| IIIS NA A D I ISPACE | Sign up for Functional Skills Maths lessons instead of ICT functional Skills | Deadine: 21 September 2011 |

| Area of Development: | Business start-up | Solveiga Bulatova Date Set: 14 November 2011 Deadline: 17 November 2011 |
|----------------------|--|---|
| S.M.A.R.T. Target: | At the business start up event i will be attending 'how to make your new business thrive'. at HALL 1, from 13.15- 13.45. | Deading. 17 November 2011 |

| Area of Development: | Organisation and Planning | Mandy Hayward Date Set: 15 September 2011 Deadline: 15 December 2011 |
|----------------------|--|--|
| III NIARI ISTAAT I | Sort out course folder for notes, assignments and timetable and show to tutor. | Deadine: 13 December 2011 |

Tutor Review

Comments / Reference / Targets

None.

| Course | Attendance | Punctuality |
|----------------------------------|------------|-------------|
| BTEC L3 Ext Dip Business Y1 EGpC | 98% | 100% |