# **Learner Review**

04 January 2012

**Learner: Duygu Tunc** 

**Personal Tutor: Jake Douglas** 

# **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	Attendance	Punctuality	
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B) Numeracy E2	100% (10)	100% (10)	
Modules:			
ESFMYNG1-0DA11B/NUM Numeracy			

# **Comments / Reference / Targets**

Duygu has 100% attendance % punctuality. Excellent.

She is a Consolidating E3 student who is very keen and works well in class.

She needs to work on division and her maths language.

Duygu will practice short division (three-digits divided by 1-digit) on homework sheet by Jan 31.

She will write the final equation answer in words , and in numbers and maths symbols.

Chris Anglin.

Subject	Attendance	Punctuality	
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B)	100% (10)	100% (10)	
Modules:			
ESFMYNG1-0DA11B/ESL Esol, ESFMYNG1- 0DA11B/121 121 Tutorial, ESFMYNG1-0DA11B/GPT Grp Tutorial			

# **Smart Targets:**

# Comments:

This block students have been working towards improving their writing for the reading and writing exams which will take place soon. During this time they have worked in groups and on their own in order to improve spelling, grammar and punctuation. In class students have practiced timed tests and have worked towards their weak areas for homework and in class.

Duygu has very clear writing and is usually well orgaised in class. She tries her best to complete all work on time in class and at home. Her reading has improved and she is able to read clearly in front of the class this has enabled her to gain confidence.

She needs to gain confidence in speaking English as she is quite shy and so often sits with people who are from the same country as herself. This has resulted in her not improving in her speaking as much as she could. Duygu needs to sit and communicate with others if she wants to improve her speaking more.

#### Ashi Akbar.

Subject	Attendance	Punctuality	
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B) ICT Class	100% (10)	100% (10)	
Modules:			
ESFMYNG1-0DA11B/ICT ICT			

# Targets:

In the next review period we will work on using different removable media as source of information such as CD-ROM/DVDs/memory stick and using ICT for communication, such as Email and text messaging.

#### Duygu will:

# **Smart Targets:**

1. Produce at least 3 successful searches for information: one using the Internet, one using the Help facility in MS Word to solve a problem and one using the CD/DVD/memory stick to find information about at least 2 different countries.

He will present information in different formats such as printouts and written records.

3. Use an Email programme to send and receive at least 2 messages, each containing a minimum of 15 words. Use an electronic address book to select recipients for the email message. Reply to at least one email message.

In this review period we have been studying advanced features of MS Word-word processing programme to insert and format pictures from the Clip art gallery, create tables, format rows/columns within a tableand using the Internet to find information about different subjects, including transport and geography.

Duygu has achieved excellent progress in using MS Word to produce documents including posters and in using the Internet to find, record and present information, for example about transport, geography and weather. She as able to work on her own initiative.

# Comments:

Duygu has achieved her targets for this period. She has successfully produced more than 4 documents with a minimum of 15 words and at least 1 picture. She has produced more than 3 successful searches using the Internet to find information.

She has completed all work required for the achievement of the word processing related unit - Unit 3A and working towards achievement of the Unit 3B - Finding Information using ICT, which she is expected to complete this week.

#### Ubavka Skramic.

Subject	Attendance	Punctuality	
Entry 1 ESOL 16-18 E1D (T) (ESGMYNG1-1DA11D)	0% (1)	0% (1)	

This term students have been completing unit 8-Homes.

As part of this unit they have completed the following point:

# Listening and speaking

- Describe where you live Sc/E1.a, 4a; Lr/E1.2b, 2d, 2e
- Ask for and give information about homes Sc/E1.3a, 3b, 4b; Lr/E1.2c, 4b
- Talk about your possessions Sc/E1.4a
- Make a phone call about household problems Sd/E1.1b; Lr/E1.1b, 5c

# Reading and writing

- Read about homes Rt/E1.1a; Rs/E1.1a, 2a; Rw/E1.1a
- Get information from advertisements and directories Rt/E1.1b, 2a; Rw/E1.3a
- Fill in a simple form Wt/E1.1a; Ww/E1.1a
- Write about homes Wt/E1.1a; Ws/E1.1a, 2a
- Put words in alphabetical order

Students have also completed a formative assessment and a short PowerPoint presentation based on what they have leant.

Ashi Akbar.

Subject	Attendance	Punctuality	
Entry 1 ESOL 16-18 E1D (T) (ESGMYNG1-1DA11D)	0% (1)	0% (1)	

# **Comments / Reference / Targets**

In ICT class we have worked on using Microsoft Word, the Internet and E-mail. The learners are able to search the internet for specific information, and have also learnt how to search for information stored on a CD.

Duygu joined the class late and therefore has not been entered for the exam.

Duygu's target is practice the terminology learnt in class overr the summer.

Elmira Atashzaran.

Subject	Attendance	Punctuality	
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B) ICT Class	100% (10)	100% (10)	
Modules:			
ESFMYNG1-0DA11B/ICT ICT			

In this term we have been studying basic features of MS Word, word processing programme, to create/save/print documents, enter text, use of the shift key to type capital letters and the enter key to start a new paragraph. The students have been studying how to use of different text enhancing styles including bold, italic and underlined and how to move/copy text.

**Duygu** has joined this class in October and already achieved excellentprogress in using MS Word to create and save documents. She is also able to use of different text enhancing styles including bold, italic and underlined and knows how to move/copy text as well as to change text alignment and insert clipart pictures into a document. Se has demonstrated an ability to work on here own initiative.

Duygu's attendance has been excellent and she always comes on time.

# Targets:

In the next review period we will work on using MS Word to format pictures from the Clip art gallery, create tables and use the Internet to find information.

In the next review period Duygu will:

- 1. Continue with excellent time keeping and attendance.
- 2. Create at least 3 documents with a minimum of 15 words and at least 1 picture.
- 3. Produce at least 3 successful searches using the Internet and find information about healthy eating, travel and geography.

Ubavka Skramic.

Subject	Attendance	Punctuality	
Entry 2			
ESOL 16-18 E2B (T)			
(ESFMYNG1-1DA11B)			
Numeracy E2			

#### Comments / Reference / Targets

None.

Chris Anglin.

Subject	Attendance	Punctuality	
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B)	83% (4)	100% (10)	
Modules:			
ESFMYNG1-0DA11B/ESL Esol, ESGMYNG1- 0DA11D/ESL Esol			

This term the class have been analysising different cultures that make up British society. As part of this skills for life unit students practiced a variety of different skills. They listened for information about peoples lives, listened to tine of voice for feelings, gave personal information and descriptions of people and things and took part in everyday conversations. In order to develop their reading and writing skills they obtained information about different texts, used a simple dictionary, wrote and invitation and described people and things.

Duygu is a very enthusiastic and well motivated student. She needs to comment more in class if she would like to develop her speaking skills further. She always completes her class work on time and the presentation of it is usually very good. She needs to focus on spelling and punctuation if she would like to develop her writing more.

S.M.A.R.T target: Duygu will make 6 questions about items in a shop usingWH questions. She will express her opinion in 8 sentences about things she likes or doesn't like about objects with "because" and "so". She will ask questions about sizes and colours using polite language with a range of adjectives.

She will express her opinion in 5 sentences about things she likes or doesn't like about objects.

Ashi Akbar.

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# **Tutor Review**

# **Comments / Reference / Targets**

Review Term: Autumn/Spring/Summer

Review:

Duygu is a recent addition to the class and is quite good at maths. she is in a E2 Esol class as her Maths is more advanced than her English.

She did well in her Diagnostic test for half of it, until the English affected her work.

Duygu will complete the Village Fair worksheet to work out the money taken at different stalls in the market using her English ability to understand the problems, To complete by 29 Nov.

Money was a weak area on her diagnostic test.

Issues Raised:

Chris Anglin.

Review Term: Autumn

Review: Duygu has been working well this term. However, she needs to gain some confidence in speaking and contribute more to classroom discussions. If she does this, she will have no problem in passing the Speaking and Listening exam.

Issues Raised: Duygu's attendance is not good enough. This needs to improve.

Jake Douglas.

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ESOL 16-18 E3 Workskills TGpA 89% 100%