## **Learner Review**

27 May 2011

**Learner: Yasmin Omar** 

**Personal Tutor:** 

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

- 100% to 91% is green status
- 90% to 85% is amber status
- 85% 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				
Job Centre Plus Employablity Skills Prog TG GpA (BSEMEMPJ 0DA11A)	89% (5)	94% (7)				
Modules:						
BSEMEMPJ-0DA11A/ICT ICT.	BSEMEMPJ-0DA11A	/ESL ESOL. BSEMEN	MPJ-0DA11A/TUT Tutorial			

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

I want to write about interview tips. I will research and write about do's and Smart Targets:

don'ts for interviews.

New target not yet achieved. Comments:

Cem Baglarbasi.

## **Targets**

Area of Development:	Writing	Cem Baglarbasi  Date Set: 6 May 2011  Deadline: 27 May 2011
S.M.A.R.T. Target:	I want to update my CV. I will update my saved CV on the computer.	Deadine: 27 May 2011

Area of Development:	Reading	Cem Baglarbasi Date Set: 6 May 2011 Deadline: 27 May 2011
S.M.A.R.T. Target:	I want to read job adverts. I will cut out or print out 3 interesting job adverts from newspapers and the internet.	Deadline: 27 May 2011

Area of Development:	General	Cem Baglarbasi  Date Set: 6 May 2011  Deadline: 27 May 2011
S.M.A.R.T. Target:	I need to set-up a Next Step account. I will set-up a Next Step account so that I can track skills and qualifications.	Doddinio. 27 May 2011

# **Personal Tutor Summary**

### Comments / Reference / Targets

None.

Course	Attendance	Punctuality
ESOL Employablity _Haringey 1 (A)	89%	94%