The College of Haringey, Enfield and North East London



Learner Review

22 March 2012

Learner: Demet Sahin

Personal Tutor: Upal Banerjee

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 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	83% (4)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/FS1 FS ICT			

Comments / Reference / Targets

Smart Targets: Complete ICT FUnctional SKills Level 1 test and upgrade your previous work

and Attend lessons

Comments: You n eed to do above level 1 ICT mock test and then upgrade previous work.

How can I support you when you are not in lessons?

Mandy Hayward.

Subject	Attendance	100% (10)	
BTEC Level 3 Diploma in Business Yr2 (Enfield) Unit 27 Understanding Health & Safety in the Business Workplace (E)	100% (10)		
Modules:			
ND3MBUS1-1DA22B/HSW Health an	d Safety in Business Workplace		

Comments / Reference / Targets

Smart Targets: Complete and submit assignment by January 20th 2012.

Comments: Research tasks on and off site completed. Use research finding to effectively

complete assignment.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) ICT - Functional Skills (BTEC L3 Dip in Business GpB Yr2) (E)	91% (5)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/FS1 FS ICT			

Comments / Reference / Targets

Smart Targets: Pass Unit 10 market Research and Complete Mock test for Level 1 Functional

Skills

You need to complete all your Passes for Unit 10 Market research by mid January and put it together. You cannot fail a unit. You also need to be

Comments: completing a mock test on ICT so you can see how you are progressing. Most

important is proof reading your work and reading the questions correctly on

functional skills.

Mandy Hayward.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	98% (9)	100% (10)	

Modules:

ND3MBUS1-1DA22B/BCS BTEC Customer Service, ND3MBUS1-1DA22B/DPC Development Planning for Career, ND3MBUS1-1DA22B/TUT Tutorial

Comments / Reference / Targets

Smart Targets: All outstanding tasks for all units to be submitted by 27/03/12

Comments: You must attend all future tutorials until a final grade has been achieved

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	94% (7)	98% (9)	

Modules:

ND3MBUS1-1DA22B/CUS BTEC Customer Service, ND3MBUS1-1DA22B/HRM Human Resource Management, ND3MBUS1-1DA22B/BCS BTEC Customer Service, ND3MBUS1-1DA22B/TUT Tutorial

Comments / Reference / Targets

Smart Targets: You must submit all Pass and Merit tasks for the remaining 3 units by end of

Jan

Comments: You contribute well in class and have made some improvements to the quality

of your work. You need to improve your level of attendance and punctuality.

Upal Banerjee.

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Tutor Review

Comments / Reference / Targets

Review Term: Spring

Review: You must submit Unit 1 outcomes 1 and 2 by 23/03/12

Issues Raised:

Upal Banerjee.

Course	Attendance	Punctuality
BTEC L3 Dip Business Y2 EGpB	84%	98%