# The College of Haringey, Enfield and North East London



### **Learner Review**

22 March 2012

Learner: Jeanine Tshilumba 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 1 Business Purposes (E)	58% (1)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/BUP Business Purposes			

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

**Smart Targets:** Must submit full assignment, including amended work, by end of Jan Your attendance is poor and this is going to hinder your progress. Comments:

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) Functional Mathematics (BTEC L2 Dip in Business) (E)	72% (3)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/FSM FS Maths			

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

Improve attendance.

**Smart Targets:** 

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

Good progress has been made but with a more concerted effort Jeanine Comments:

could go much further. Continue the good work!

Amanda Smith.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)	93% (7)	96% (8)	
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

Money and Finance by end of March 2012 and Improve attendance to your

lessons or you will not be eligible to go onto Level 3 if you wanted to.

Get work completed and passed as soon as possible. Well done for your

contribution in Valentines Event - it was a great job well done.

Mandy Hayward.

Comments:

**Smart Targets:** 

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)	82% (4)	100% (10)	
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**

Improve attendance and punctuality for all courses

Smart Targets: Attend additional learning support sessions for literacy

Use mind-map strategies when writing assignments

Jeanine 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) Unit 3 Financial Forecasting for Business (E)	77% (3)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/FFB Financial Forecasting for Business			

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

Improve attendance to 100% by end of January

Smart Targets: Submit tasks 1,5,6 by end of January.

Comments: Good student - you normally hit deadlines but try to improve attendance in

this unit.

Peter Eskesen.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) Unit 1 Business Purposes (E)	68% (2)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/BUP Business Purposes			

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

Smart Targets: All outstanding work for unit1 to be submitted by 23/03/12. Present your initial

business idea to class by 23/03/12 for unit 17

Comments: Disappointing effort

Upal Banerjee.

# **Personal Targets**

Area of Development:	Book a Careers Advice and Guidance session	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

Area of Development:	Complete Unit 25 Workbook Assignment	Schnell Smith  Date Set: 21 February 2012  Deadline: 6 March 2012
S.M.A.R.T. Target:	P1: Describe the type, structure and functions of the workplace organisation. P2: Identify the competitors or the host organisations. List them and provide leaflets or website screen prints P3: Have a one to one with tutor and prepare a plan showing agreed objectives and targets for your work experience.	Deadine. 6 March 2012

# **Tutor Review**

### Comments / Reference / Targets

None.

Course	Attendance	Punctuality
BTEC L2 Business EGpB	82%	99%