The College of Haringey, Enfield and North East London



Learner Review

18 January 2012

Learner: Hoon Yang

Personal Tutor: Ashi Akbar

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			
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B) ICT Class	79% (3)	100% (10)			
Modules:					
ESFMYNG1-1DA11B/ICT ESOL-ICT					

Comments / Reference / Targets

- 1. Create/format 2 Word processing documents including letters.
- 2. Produce at least 3 successful searches using the Internet to find information about weather, geography and transport.

3. Use Email to receive at least 2 message and send at least 2 message

Smart Targets:

- containing a minimum of 10 words.
- 4. Create 1 MS Excel file, enter and calculate total of a set of numbers using formulas
- 5. Attend every lesson.

Hoon has achieved very good progress in using MS Word to create and format documents. He is able to use different text enhancing styles, move text as well as insert/resize pictures, borders and tables into documents. However, Hoon must improve his attendance and punctuality.

Comments:

In the next term we will continue with using MS Word to format document, use the Internet as a source of information. We will start working on using the ICT for communication, such as Email and text messaging and MS Excel to calculate totals of numeric data using various formulas.

Ubavka Skramic.

Personal Targets

Area of Development:	Writing and Speaking	Ashi Akbar Date Set: 21 September 2011 Deadline: 21 September 2011
S.M.A.R.T. Target:	I will make seven personal information questions and ask them to my friends next lesson. I will ask two people the same questions and then tell Ashi about my two friends during next group tutorial.	Soudinio. 21 coptombol 2011

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review: Personal tutor

Issues Raised: none

This term students have been studying about asking and giving information regarding people's lives and jobs , talking about hopes for the future, comparing places, people's lives, jobs, asking questions and showing that they are interested, checking and clarifying information, reading about changes in a communityand writing about important events in their life.

Hoon is good at listening and he is able to listen to and follow instructions. However, he does at times have difficulty with dictation and learning new words. He feels that he is misunderstood in some classes and that others do not always take his ideas seriously. Hoon needs to be more serious in class and to keep on track with work if he does so he will be able to progress to Entry 3 next year.

Overall Hoon is a very bright and intelligent student with a lot of potential.

Ashi Akbar.

Course	Attendance	Punctuality
ESOL 16-18 E2 TGpB	80%	99%