The College of Haringey, Enfield and North East London



Learner Review

22 March 2012

Learner: Malachi Murray

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

Comments / Reference / Targets

STOP copying and pasting your work (this is important)

Smart Targets: Resubmit referred work by end of January

Complete tasks 5,6 by end of January

Keen and hardworking student - but note the comments above. I want to see

Comments: what you have written about finance - not what someone writes on the

internet.

Peter Eskesen.

Subject	Attendance	Punctuality
BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)	100% (10)	100% (10)
Modules:		
FD2MBUS2-1DA11B/BUO Business Organisations, FD2MBUS2-1DA11B/TUT Tutorial, FD2MBUS2-1DA11B/PEO		

FD2MBUS2-1DA11B/BUO Business Organisations, FD2MBUS2-1DA11B/TUT Tutorial, FD2MBUS2-1DA11B/PEC 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

Malachi has demonstrated good teamworking skills

Comments:

Having a student mentor will improve his knowlegde of business

Schnell Smith.

Subject Attendance Punctua	ality
----------------------------	-------

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

Comments / Reference / Targets

Smart Targets: Must submit full assignment, including amended work, by end of Jan Comments: Must regain focus and participate more in classroom discussions

Upal Banerjee.

Subject	Attendance	Punctuality
BTEC Level 2 Diploma in Business (Enfield) Unit 1 Business Purposes (E)	98% (9)	100% (10)
Modules:		
FD2MBUS2-1DA11B/FFB Financial Forecasting for Business, FD2MBUS2-1DA11B/BUP Business Purposes		

Comments / Reference / Targets

Smart Targets: Present your initial business idea to class by 23/03/12 for unit 17

Comments: You need to put in more effort

Upal Banerjee.

Subject	Attendance	Punctuality
BTEC Level 2 Diploma in Business (Enfield) Unit 7 Verbal and Non-verbal Communication in a Business Context (E)	100% (10)	100% (10)
Modules:		

wodules.

FD2MBUS2-1DA11B/VVS Verbal and Non Verbal Skills, FD2MBUS2-1DA11B/TUT Tutorial, FD2MBUS2-1DA11B/ENW Enterprise in the Workplace

Comments / Reference / Targets

Smart Targets: • Meet all assessment deadlines

Comments: • Working hard towards your Enterprise workplacement assignment

Schnell Smith.

Subject	Attendance	Punctuality
BTEC Level 2 Diploma in Business (Enfield) Functional Mathematics (BTEC L2 Dip in Business) (E)	100% (10)	100% (10)

Modules:	
FD2MBUS2-1DA11B/FSM FS Maths	

Comments / Reference / Targets

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

> Malachi finds Maths to be challenging and needs to put continued effort into every lesson. Must review all topics covered so far on a regular basis in order

to succeed.

Amanda Smith.

Comments:

Subject	Attendance	Punctuality
BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)	100% (10)	97% (8)
Modules:		
FD2MBUS2-1DA11B/FSI FS ICT, FD2MBUS2-1DA11B/MFS Money and Finance Skills		

Comments / Reference / Targets

Complete a Functional Skills ICT level 1 Mock exam on your return and Pass **Smart Targets:**

Money and Finance by end of March 2012

Make sure you revise your spreadsheet skills for your functional skills test. Comments:

Hope you are getting alot out of work experience for your course.

Mandy Hayward.

Personal Targets

Area of Development:	D	Schnell Smith Date Set: 27 October 2011 Deadline: 28 February 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.	Deadinie. 20 i ebidary 2011

Area of Development:	Time Management	Schnell Smith Date Set: 28 September 2011 Deadline: 5 October 2011
S.M.A.R.T. Target:	To manage your time, you need to plan. If you have your time-table and assessment dates for other subjects we can pencil in self directed study.	

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:	Complete Unit 25 Workbook Assignment 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	100%	100%