The College of Haringey, Enfield and North East London



Learner Review

08 March 2012

Learner: Idriss Ben Arous 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	78% (3)	86% (4)			
Modules:					
ESFMYNG1-1DA11B/ICT ESOL-ICT					

Comments / Reference / Targets

- 1. Produce at least 3 word processing documents (posters, tables, letters) with a minimum of 20 words and include pictures, save and print.
- 4.Create at least 1 MS Excel spreadsheet file, enter numbers and text and use simple formula to calculate totals.
- 3. Attend lessons regularly an don time.
- 2. Learn the names of the tool-bar icons used to change text, size and styles.

Idriss has achieved progress in using MS Word to create and save documents. He is able touse of different fonts and text enhancing styles including bold, italic and underlined but needs to learn the names of the icons used to apply these styles. He has demonstrated ability to insert and format pictures from the Clip art gallery into word processing documents. However, he needs to be more active in class and stop playing on the Internet instead of working on tasks.

Comments:

Ubavka Skramic.

Smart Targets:

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Personal Targets

Area of Development:		Ashi Akbar Date Set: 21 September 2011 Deadline: 21 September 2011
IIIS MIN DI ISPANT	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.	Deadine. 21 September 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.

Idriss is good at listening he is able to understand teachers and students in the class. He is also able to understand points straight away and they do not have to be repeated. He finds Maths class very easy and will visit the study skills centre for extra work to complete in class. Idriss is a very respectful student and works hard to help others.

Idriss needs to expand vocabulary he can do this by visiting the library and taking a book that will help him learn new words. There were some issues with the ICT teacher that he had at the the beginning of term however there are no problems now and Idriss is happy in class.

Ashi Akbar.

Course	Attendance	Punctuality
ESOL 16-18 E2 TGpB	87%	94%