# The College of Haringey, Enfield and North East London



# **Learner Review**

22 March 2012

**Learner: Jamie Akore** 

**Personal Tutor: Marie Welsh** 

# **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 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E)	80% (4)	100% (10)		
Modules:				
NE3MBUS1-1DA21C/BUE Business Environment				

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

**Smart Targets:** Target from Marie Welsh - Complete corrections by 20th January 2012

Comments: Some good class participation and presentation.

Mandy Hayward.

Subject	Attendance	Punctuality		
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Level 3 Extended Diploma Business GpC Yr1 (Tutorial & General Unit) (E)	92% (6)	100% (10)		

## Modules:

NE3MBUS1-1DA21C/MBE Managing a Business Event, NE3MBUS1-1DA21C/TUT Tutorial, NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to Marketing

## **Comments / Reference / Targets**

You need to make sure you have three units signed off with Merits in your **Smart Targets:** 

folder by end of March from term 1 - Unit 2, Unit 3 and Unit 19. And stop

wearing earplugs in class as you cannot listen to instructions.

You need to focus in class and start handing in the work to deadlines. Also can you smile more please as you seem so grumpy and not enjoying the

course... are you enjoying course? And really just merits? when are you going

to do Distinctions?

Mandy Hayward.

Comments:

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	69% (2)	91% (5)	
Modules:			
NE3MBUS1-1DA21C/FSE FS English			

# **Comments / Reference / Targets**

**Smart Targets:** Write a covering letter by 30th March.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	75% (3)	87% (4)	
Modules:			
NE3MBUS1-1DA21C/FSE FS I	English		

#### Comments / Reference / Targets

**Smart Targets:** Create a briefing paper by the end of March and then proofread.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality		
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Level 3 Extended Diploma Business GpC Yr1 (Tutorial & General Unit) (E)	79% (4)	96% (8)		
Modules:				
NE3MBUS1-1DA21C/HAS Heal	th and Safety			

## **Comments / Reference / Targets**

Unit 27 H&S Assignment - submit by March 28th 2012: Unit 27 Assignment **Smart Targets:** 

1 - submit April 16th 2012

You have completed the risk assessment activity and it is disappointing that Comments:

you did not submit Assignement 1. After the visit to Britvic you will have

completed the research required for this unit.

Marie Welsh.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	89% (5)	100% (10)

#### Modules:

NE3MBUS1-1DA21C/BUR Business Resources, NE3MBUS1-1DA21C/RAS Recruitment and Selection, NE3MBUS1-1DA21C/BCS BTEC Customer Service

Smart Targets: Submit all remaining tasks for Unit2 by 16/03/12. Hand in P1 to P5 for Unit 13

by 23/03/12 and Customer service Unit 1 out come 1 and 2 by 16/03/12.

Comments: Some good work to date with positive contribution in class.

Upal Banerjee.

Subject	Attendance	Punctuality		
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E)	80% (4)	100% (10)		
Modules:				
NE3MBUS1-1DA21C/BUE Busine	ess Environment			

## Comments / Reference / Targets

Smart Targets: Complete outstanding corrections by January 20th 2012.

Comments: Making progress in unit, contributing in class.

Marie Welsh.

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# **Personal Targets**

Area of Development:	Deadlines for Unit 3 Marketing	Mandy Hayward  Date Set: 26 September 2011  Deadline: 27 September 2011
III NIARI ISTAAT	bring draft P1 in tomorrow to check with tutor that on the right path for handing in next week.	Deadine. 27 September 2011

Area of Development:	Extension to P1 Business Environment	Mandy Hayward  Date Set: 26 September 2011  Deadline: 3 October 2011
S.M.A.R.T. Target:	due to personal circumstances, given a week extension for P1 for Business Environment, will inform subject teacher Marie Welsh.	Boading: 6 Colodol 2011

Area of Development:	Career Academy	Mandy Hayward  Date Set: 3 October 2011  Deadline: 21 October 2011
IIIS IVI A R I I ARMET I	Complete application form for the career academy and get in.	Deadinie. 21 October 2011

# **Tutor Review**

# Comments / Reference / Targets

None.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 EGpC	86%	99%