# The College of Haringey, Enfield and North East London



## **Learner Review**

15 March 2012

Learner: Lala Mahmudova 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)	100%	71%
Functional English (BTEC L3	(10)	(3)
Dip Business Gp B&C Yr1) (E)		
Modules:		
NE3MBUS1-1DA21B/FSE FS English		

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

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

Comments: Excellent attendance. Well done!

Donna Kavanagh.

Subject	Attendance	Punctuality
BTEC Level 3 Extended		
Diploma in Business Yr1		
(Enfield)	100%	100%
BTEC Level 3 Extended	(10)	(10)
Diploma Business GpB Yr1	` '	` '
(Tutorial & General Unit) (E)		

#### Modules:

NE3MBUS1-1DA21B/TUT Tutorial, NE3MBUS1-1DA21B/DTB Developing Teams in Business, NE3MBUS1-1DA21B/ITM Introduction to Marketing, NE3MBUS1-1DA21B/INM Introduction to Marketing, NE3MBUS1-1DA21B/MBE Managing a Business Event

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

Smart Targets: Complete Unit 18 and Unit 17 with Distinctions by the end of March with all

the work in your Folder

Comments: Excellent student doing lots of peer support and improving skills all the time,

keep it up. A delight to teach.

Mandy Hayward.

Subject	Attendance	Punctuality
GCSE Maths GCSE Maths Eve GpC (GC2MMTH1_1EA11C) (E)	100% (10)	100% (10)
Modules:		
GC2MMTH1-1EA11C/MTH GC	CSE Maths	

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

Smart Targets: You need to do the homework on probability(chapter 24), approximation

(chapter 16), area and perimeter (chapter 9), 76% in the next test.

Lala works very hard in class and has made very good progress. Lala has

handed in fifteen out of eighteen of the homework set and scored 72% in the

recent test.

Abbas Abedi.

Comments:

Subject	Attendance	Punctuality
BTEC Level 3 Extended		
Diploma in Business Yr1		
(Enfield)	100%	100%
BTEC Level 3 Extended	(10)	(10)
Diploma Business GpB Yr1		
(Tutorial & General Unit) (E)		
Modules:		
NE3MBUS1-1DA21B/HAS Hea	alth and Safety	

#### Comments / Reference / Targets

Smart Targets: Unit 27 H&S Assignment - sumit by March 30th 2012

You are making progress in this unit, supported by excellent attendance, and

Comments: completing the risk assessment activity. After the Britvic visit you will have

completed the research required for this unit.

Marie Welsh.

Subject	Attendance	Punctuality
Business Administration (Enfield) Functional ICT (For all Business & T&T courses Anita Sampat)	100% (10)	100% (10)
Modules:		
NE3MBUS1-1DA21B/FSI FS I	СТ	

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

Smart Targets: Practice on past exam papers each week until the exam in May.

You have made very good progress this term however you need to

Comments: concentrate on building spreadsheet skills and formatting techniques when

presenting complex documents.

Anita Sampat.

Subject	Attendance	Punctuality

BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Customer Service (L3 Dip Business Yr1) (E)		100% (10)
Modules:		
NE3MBUS1-1DA21B/BCS BTEC Customer Service		

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

Smart Targets: Complete Unit 2 by 27 April to stay on target.

Comments: Anita Sampat.

Subject	Attendance	Punctuality
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	100% (10)	71% (3)
Modules:		
NE3MBUS1-1DA21B/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) Unit 2 Business Resources (E)	100% (10)	100% (10)
Modules:		
NE3MBUS1-1DA21B/BUE Business Resources , NE3MBUS1-1DA21B/RAS Recruitment and Selection		

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

Smart Targets: Submit all remaining tasks for Unit2 by 23/03/12

Comments: Excellent work to date. You are living up to all expectations

Upal Banerjee.

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### **Personal Targets**

Area of Development:	Organisation and Planning	Mandy Hayward  Date Set: 11 October 2011  Deadline: 14 October 2011
S.M.A.R.T. Target:	Make sure you have folder with notes, units and assessments so that you are organised, show at next tutorial.	Dedunie. 14 Ostobel 2011

Area of Development:	Career Academy	Mandy Hayward  Date Set: 11 October 2011  Deadline: 31 October 2011
IIIS.W.A.R.I. Larget: I	Ensure you submit application and get into the career academy.	Deadinie. 31 October 2011

Area of Development:	Business Knowledge	Mandy Hayward  Date Set: 11 October 2011  Deadline: 31 October 2011
S.M.A.R.T. Target:	Develop your business knowledge by watching the BBC news ref business or doing quiz. Review your knowledge of this at next one to one http://tutor2u.net/business/bizquiz.htm	Dedding. 51 Coloser 2011

# **Tutor Review**

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

None.

Course	Attendance	Punctuality
GCSE Maths Eve EGpC	100%	100%
BTEC L3 Ext Dip Business Y1 EGpB	100%	97%