The College of Haringey, Enfield and North East London



Learner Review

22 March 2012

Learner: Tomas Motuzas

Personal Tutor: Upal Banerjee

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 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	78% (3)	100% (10)	

Modules:

ND3MBUS1-1DA22B/CUS BTEC Customer Service, ND3MBUS1-1DA22B/HRM Human Resource Management, ND3MBUS1-1DA22B/BCS BTEC Customer Service, ND3MBUS1-1DA22B/TUT Tutorial

Comments / Reference / Targets

You must ensure that all pass tasks for the remaining 3 units are submitted by **Smart Targets:**

the end of Jan

Your attendance is still an issue but I am fully aware of the reasons. You still Comments:

need to work on being here more often so that you can complete all tasks to a

better standard

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	70% (3)	100% (10)	

Modules:

ND3MBUS1-1DA22B/BCS BTEC Customer Service, ND3MBUS1-1DA22B/TUT Tutorial, ND3MBUS1-1DA22B/DPC Development Planning for Career

Comments / Reference / Targets

Smart Targets: All outstanding tasks for all units to be submitted by 27/03/12

Comments: You must attend all future tutorials until a final grade has been achieved

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) BTEC Level 3 Diploma in Business GpB Yr2 (E) (Tutorial & General Unit)	78% (3)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/FS1 FS ICT			

Comments / Reference / Targets

Smart Targets: Ensure your folder is signed off with Unit 3 and Unit 10

Comments:

Just make sure your folder is signed off as you have not been entered into the

FS ICT exam. When that is done I will not chase you.

Mandy Hayward.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) Unit 27 Understanding Health & Safety in the Business Workplace (E)	70% (3)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/HSW Hea	alth and Safety in Business Workplace		

Comments / Reference / Targets

Smart Targets: Submit assignment by 20th january 2012

Comments: Research tasks completed, improved application in class will ensure that the

deadline is met.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in			
Business Yr2 (Enfield)	70%	100%	
BTEC Customer Service (L3	(3)	(10)	
Dip Business Yr2) (E)	, ,	` '	
<u> </u>			

Modules:

ND3MBUS1-1DA22B/BCS BTEC Customer Service, ND3MBUS1-1DA22B/TUT Tutorial, ND3MBUS1-1DA22B/DPC Development Planning for Career

Comments / Reference / Targets

Smart Targets: All outstanding tasks for all units to be submitted by 27/03/12

Comments: You are on target to pass the course

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 3 Diploma in Business Yr2 (Enfield) ICT - Functional Skills (BTEC L3 Dip in Business GpB Yr2) (E)	64% (2)	100% (10)	
Modules:			
ND3MBUS1-1DA22B/FS1 FS ICT			

Comments / Reference / Targets

Smart Targets: Finalise Unit 3 and Unit 10

You have not been entered into Functional Skills ICT due to your poor

attendance. Ensure you put together all your tasks for the above units and finalise them. You said you wanted to improve them, unless you attend this

lesson you will not able to improve them as this is your time for help and

marking. So your choice, attend and improve your work or accept just Passes

for both units.

Mandy Hayward.

Comments:

..

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review: You must submit Unit 1 outcomes 1 and 2 by 23/03/12

Issues Raised:

Upal Banerjee.

Course	Attendance	Punctuality
BTEC L3 Dip Business Y2 EGpB	71%	98%