The College of Haringey, Enfield and North East London



Learner Review

08 March 2012

Learner: Edmey Lima Santana 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	100% (10)	100% (10)			
Modules:					
ESFMYNG1-1DA11B/ICT ESOL-ICT					

Comments / Reference / Targets

Smart Targets:

- 1. Create at least 4 documents including posters, tables and letters with a minimum of 20 words and at least 1 picture.
- 2. Create at least 2 MS Excel spreadsheet files and use formulas to calculate totals.

Edmeys performance in using MS Word has been excellent. He is able to use different fonts, text enhancing styles including bold, italic and underlined and can move/copy text as well as change text alignment and insert pictures into documents. He is very well behaved in class and has demonstrated an ability to work on his own initiative.

Comments:

Edmey's understanding of hardware/software and input/output devices is excellent.

In the next review period Edmey will work on using MS Word to create posters, add page borders, create formal/informal letters, as well as insert and format tables. He will also start using MS Excel and use MS Outlook email program for communication.

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Personal Targets

Area of Development:	II	Ashi Akbar Date Set: 12 October 2011 Deadline: 12 October 2011
111	I will make seven questions using what, which and how. I will also make simple present negative questions using 'I don't'. I will complete this by Tuesday 18th October and show Ashi during group tutorial.	

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 community and writing about important events in their life.

Edmey is very good at writing he is able to complete work set out to a very high standard. Edmey is able to listen and respond to teachers and other students in the class when they are speaking to him. He is also able to express himself clearly and give his opinion on topics of interest to him.

Edmey needs help with verbs as well as grammar he can get help on these topics by visiting the library and taking a grammar book out on this topic.

Ashi Akbar.

Review Term: Spring

Review: Entry2B

Issues Raised: none

This term students have been asking for and giving information about people's lives and jobs, talking about hopes for the future, comparing places and people's lives and jobs. They have also asked questions and showed they are listening. Students have read about changes in a community and have also Written about important events in their lives.

Edmey has improved in his spelling and he is able to spell basic words correctly. He also has good understanding and is able to understand spoken and written English very well. Edmey needs some extra support with punctuation commas, full stops and other forms of punctuation. Edmey will do some extra research on the internet and will also take a grammar book out which will further help him with this topic.

Ashi Akbar.

Course	Attendance	Punctuality
ESOL 16-18 E2 TGpB	99%	99%