# The College of Haringey, Enfield and North East London



# **Learner Review**

22 March 2012

**Learner: Victoria Nyumah** 

**Personal Tutor: Anita Sampat** 

## **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 2 Diploma in Business (Enfield) Unit 7 Verbal and Non-verbal Communication in a Business Context (E)	92% (6)	91% (6)	

#### Modules:

FD2MBUS2-1DA11B/VVS Verbal and Non Verbal Skills, FD2MBUS2-1DA11B/TUT Tutorial, FD2MBUS2-1DA11B/ENW Enterprise in the Workplace

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

Meet all assessment targets for the new term

Smart Targets:

Improve attendance across all subjects

You work well in class individual and group work

Comments:

You need to plan your assessments and keep to deadlines

Schnell Smith.

Subject Attendance		Punctuality	
BTEC Level 2 Diploma in Business (Enfield) Unit 1 Business Purposes (E)	67% (2)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/BUP Business Purposes			

## **Comments / Reference / Targets**

Smart Targets: Must submit full assignment, including amended work, by end of Jan

Comments: You cannot just come to college as you please, you have a timetable to

follow. Progress is hindered by low attendance.

Upal Banerjee.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)	86% (4)	95% (8)	
Modules:			

FD2MBUS2-1DA11B/BUO Business Organisations , FD2MBUS2-1DA11B/TUT Tutorial , FD2MBUS2-1DA11B/PEO People in Organisations , FD2MBUS2-1DA11B/MFS Money and Finance Skills

Time management needs to be improved

Smart Targets: Assignment strategies, looking through study skills booklets. Discussing plans

at one to ones

Meeting all assessment deadlines for all subjects

Victoria works well in class

Comments:

Needs to improve attendance and punctuality, attending all lessons

Schnell Smith.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) Unit 3 Financial Forecasting for Business (E)	85% (4)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/FFB Financial Forecasting for Business			

## Comments / Reference / Targets

Smart Targets: Submit tasks 3, 5 and 6 by end of January.

Comments: Good, reliable student producing generally accurate figurework.

Peter Eskesen.

Subject	Attendance	Punctuality	
BTEC Level 2 Diploma in Business (Enfield) Functional Mathematics (BTEC L2 Dip in Business) (E)	83% (4)	93% (7)	
Modules:			
FD2MBUS2-1DA11B/FSM FS Maths			

## **Comments / Reference / Targets**

Improve attendance.

**Smart Targets:** 

Review Shape, Space, and Data Handling in preparation for the mock exams.

Comments: Good progress has been made but with a more concerted effort Victoria could

go much further.

Amanda Smith.

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	Subject	Attendance	Punctuality

BTEC Level 2 Diploma in Business (Enfield) BTEC Level 2 Diploma in Business GpB (E) (Tutorial & General Unit)		100% (10)	
Modules:			
FD2MBUS2-1DA11B/FSI FS ICT , FD2MBUS2-1DA11B/MFS Money and Finance Skills			

#### Comments / Reference / Targets

Improve your attendance to lessons, complete a Functional Skills ICT level 1 **Smart Targets:** 

Mock exam on your return and Pass Money and Finance by end of March

2012

Well done for your contribution and organisation for the Valentines event, you Comments:

were fantastic and demonstrated good skills and team working.

Mandy Hayward.

Subject	Attendance Punctuality		
BTEC Level 2 Diploma in Business (Enfield) Unit 1 Business Purposes (E)	84% (4)	100% (10)	
Modules:			
FD2MBUS2-1DA11B/FFB Financial Forecasting for Business , FD2MBUS2-1DA11B/BUP Business Purposes			

# **Comments / Reference / Targets**

**Smart Targets:** Present your initial business idea to class by 23/03/12 for unit 17

You came through in the end after a slow start on unit 1. Some good work Comments:

presented.

Upal Banerjee.

# **Personal Targets**

Area of Development:	Attendance	Chrystalla Kyriacou <b>Date Set:</b> 17 October 2011
S.M.A.R.T. Target:		Deadline: 17 October 2011

Area of Development:	Book a Careers Advice and Guidance session	Schnell Smith  Date Set: 27 October 2011  Deadline: 20 November 2011
S.M.A.R.T. Target:	Identify your current knowledge and skills to possible job opportunities using appropriate sources of information and advice. Do a SWOT analyses to identify what strengths you have and what gaps you have in the weaknesses. Make sure you also have evidence from the Careers Interview and Analysis.	Deadine: 20 November 2011

Area of Development:	O = == =   = + =       = + = O =	Schnell Smith  Date Set: 21 February 2012  Deadline: 6 March 2012
S.M.A.R.T. Target:	Complete Unit 25 Workbook Assignment P1: Describe the type, structure and functions of the workplace organisation. P2: Identify the competitors or the host organisations. List them and provide leaflets or website screen prints P3: Have a one to one with tutor and prepare a plan showing agreed objectives and targets for your work experience.	Deaume: o ivialCH 2012

# **Tutor Review**

## **Comments / Reference / Targets**

None.

Course	Attendance	Punctuality
GCSE English EGpH	50%	100%
BTEC L2 Business EGpB	89%	97%