The College of Haringey, Enfield and North East London



Learner Review

07 March 2012

Learner: Najme Hussein

Personal Tutor: Jake Douglas

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 1 ESOL 16-18 E1B Low Literacy GpB (T) (ESGMYNG1-1DA11B) Numeracy E1	0% (1)	0% (1)

Comments / Reference / Targets

Najma has excellent attendance and punctuality.

She works hard in class and contributes to classwork.

Najma has little maths background butr she is progressiing with basic concepts.

she has expressed some difficulty with Multiplication and Times Tables.

She will complete Multiplication worksheet by 11 April's first class next term.

She can also use the internet for www.bbc.co.uk/skillswise/wholenumber to practice Multiplication exercises online.

Chris Anglin.

Subject	Attendance	Punctuality
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B) ICT Class	89% (4)	100% (10)
Modules:		
ESFMYNG1-0DA11B/ICT ICT		

In this term we have been studying basic features of MS Word, word processing programme, to create/save/print documents, enter text, use of the shift key to type capital letters and the enter key to start a new paragraph. The students have been studying how to use of different text enhancing styles including bold, italic and underlined and how to move/copy text.

Najma has achieved very good progress in using MS Word to create and save documents. She is also able to use of different text enhancing styles including bold, italic and underlined and knows how to move/copy text as well as to insert clipart pictures into documents.

Najma's attendance has been very goodand she always comes on time.

Targets:

In the next review period we will work on using MS Word to format pictures from the Clip art gallery, create tables and use the Internet to find information about health and transport.

In the next review period Najma will:

- 1. Continue with excellent time keeping and attend every lesson.
- 2. Create at least 2 documents with a minimum of 15 words and at least 1 picture.
- 3. Produce at least 2 successful searches using the Internet and find information about weather and geography.

Ubavka Skramic.

Subject	Attendance	Punctuality
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B)	96% (8)	100% (10)
Modules:		
ESFMYNG1-0DA11B/NUM Numeracy, ESFMYNG1-0DA11B/ESL Esol, ESFMYNG1-0DA11B/GPT Grp Tutorial		

This term the class have been analysising different cultures that make up British society. As part of this skills for life unit students practiced a variety of different skills. They listened for information about peoples lives, listened to tine of voice for feelings, gave personal information and descriptions of people and things and took part in everyday conversations. In order to develop their reading and writing skills they obtained information about different texts, used a simple dictionary, wrote and invitation and described people and things.

Najma is a very enthusiastic and well motivated student. She needs to comment more in class if she would like to develop her speaking skills further. She always completes her class work on time and the presentation of it is usually very good. She needs to focus on spelling and punctuation if she would like to develop her writing more.

S.M.A.R.T target: Najma will make 6 questions about items in a shop usingWH questions. She will express her opinion in 8 sentences about things she likes or doesn't like about objects with "because" and "so". She will ask questions about sizes and colours using polite language with a range of adjectives.

She will express her opinion in 5 sentences about things she likes or doesn't like about objects.

Ashi Akbar.

Subject	Attendance	Punctuality
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B) Numeracy E2	100% (10)	100% (10)
Modules:		
ESFMYNG1-0DA11B/NUM Numeracy		

Comments / Reference / Targets

Najme has 100% attendance and punctuality. Excellent. She is a Consolidating E2 student

She needs to work on her maths language and basic Addition and Subtraction.

She will complete the homework sheets (adding and subtracting 2-digit numbers) and writing the final maths equation in words , by 31 Jan.

Chris Anglin.

Subject	Attendance	Punctuality
Entry 1		
ESOL 16-18 E1B Low	100%	100%
Literacy GpB (T)	(10)	(10)
(ESGMYNG1-1DA11B)		

In this term we have been studying basic features of MS Word, word processing programme, to create/save/print documents, enter text, use of the shift key to type capital letters and the enter key to start a new paragraph. The students have been studying how to use of different text enhancing styles including bold, italic and underlined and how to move/copy text.

Najme has achieved good progress in using MS Word to create and save documents. She is also able to use of different text enhancing styles including bold, italic and underlined and knows how to move/copy text as well as to change text alignment.

NAjme's attendance has been excellent and she always comes on time.

Targets:

In the next review period we will work on using MS Word to insert and format pictures from the Clip art gallery, create tables and use the Internet to find information about health and transport.

In the next review period Najme will:

- 1. Continue with excellent time keeping and attendance.
- 2. Create at least 2 documents with a minimum of 10 words and at least 1 picture.
- 3. Produce at least 2 successful searches using the Internet and find information about health and travel.

Ubavka Skramic.

Subject	Attendance	Punctuality
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B)	100% (10)	100% (10)
Modules:		
ESFMYNG1-0DA11B/ESL Esol, ESFMYNG1-0DA11B/121 121 Tutorial, ESFMYNG1-0DA11B/GPT Grp Tutorial		SFMYNG1-0DA11B/GPT Grp Tutorial

Smart Targets:

Comments:

This block students have been working towards improving their writing for the reading and writing exams which will take place soon. During this time they have worked in groups and on their own in order to improve spelling, grammar and punctuation. In class students have practiced timed tests and have worked towards their weak areas for homework and in class.

Najma's reading has improved this term she has read to the class on a number of occasions and is doing very well in this. She listens well to instructions and always works well with others in the class during pair work and group discussions.

Najma would like some more help with her writing and especially spelling. This is very important as she will have her writing exams soon and she needs to focus on her spelling in order to pass. She has some difficulties in looking up words in a dictionary and so needs some more practice in doing this. Najma should write down all words that she has difficulty with and then practice them using the copy-cover-write system.

Najma needs to do more reading activities in class this will enable her to remain focused and on schedule to do her writing exam.

Ashi Akbar.

Subject	Attendance	Punctuality
Entry 1		
ESOL 16-18 E1B Low	98%	100%
Literacy GpB (T)	(9)	(10)
(ESGMYNG1-1DA11B)		

Comments / Reference / Targets

In this term, we have covered the topic related to jobs. The learners have been invoving in group and individual activities to practice their skills.

Najme attend the classes rather well. She is always punctual and takes the full resposibilty for her own learning. She follows the instructions and is always willing to learn new concepts.

In order to progrees Najma needs to:

1)answer the questions when the teachers asks a question.

2)ask for help when she needs support.

Nahid Karamali.

Subject	Attendance	Punctuality
Entry 2 ESOL 16-18 E2B (T) (ESFMYNG1-1DA11B) ICT Class	91% (5)	100% (10)
Modules:		
ESFMYNG1-0DA11B/ICT ICT		

Targets:

In the next term we will work on using different removable media as a source of information such as CD-ROM/DVDs/memory stick and using ICT for communication, such as Email and text messaging.

Najme will:

Smart Targets:

- 1. Produce at least 2 successful searches using the Internet and find information on the following topics: vitamin contents in fruits/vegetables and finding repair services in London. She will present information as printouts.
- 2. Use a CD/DVD/memory stick to find information and maps for at least 2 different countries and produce prints as evidence.
- 3. Use Email to send and receive at least 2 messages, each containing a minimum of 10 words. Use an electronic address book to select recipients for the email message. Reply to at least one email message.

In this review period we have been studying advanced features of MS Word-word processing programme to insert and format pictures from the Clip art gallery, create tables, format rows/columns within a tableand using the Internet to find information about different subjects, including transport and geography.

Comments:

Najme has achieved good progress in using MS Word to produce documents including posters and in using the Internet to find, record and present information, for example about transport, geography and weather.

Najme has achieved her targets for this period. She has successfully produced 2 documents with a minimum of 10 words and at least 1 picture. She has produced more than 2 successful searches using the Internet to find information. She has completed all work required for the achievement of the word processing related unit - Unit 2A and working towards achievement of the Unit 2B - Finding Information using ICT, which she is expected to complete by the end of next week.

Ubayka Skramic.

Subject	Attendance	Punctuality
Entry 1 ESOL 16-18 E1B Low Literacy GpB (T) (ESGMYNG1-1DA11B)	98% (9)	100% (10)

Comments / Reference / Targets

None.

Chris Anglin.

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	Subject	Attendance	Punctuality

Entry 3	93%	100%
ESOL 16-18 E3 Workskills GpA (T) (ESEMYNG1-1DA11A) ICT Class		(10)
Modules:		
ESEMYNG1-1DA11A/ICT ESOL-ICT		

Comments / Reference / Targets

1. Write 10 sentences about your country.

2. Find out 10 facts about your country taht you did not know using the internet.

3. Place images behind text in Microsoft Word.

Najme is a very polite and well mannered learner. She works well in class and regularly produces excellent work. She pays attention in class and is making excellent progress in ICT. Her spelling is also improving. Well done!

Flueina Atachaanan

Elmira Atashzaran.

Comments:

Smart Targets:

Subject	Attendance	Punctuality
Entry 1 ESOL 16-18 E1B Low Literacy GpB (T) (ESGMYNG1-1DA11B)	98% (9)	100% (10)

Comments / Reference / Targets

Najma needs to develop her use of whole numbers 1-10 and use basic arithmetical operations (plus, minus) and use of '=' symbol .

N will correct and complete (+, -, =) worksheet (E1, Unit 1, page 12)by 8 December 2009,

and complete gap-fill sentences woksheet by 8 Dec 2009.

Chris Anglin.

Subject	Attendance	Punctuality			
Entry 1 ESOL 16-18 E1B Low Literacy GpB (T) (ESGMYNG1-1DA11B) ICT Class	82% (4)	100% (10)			
Modules:					
ESGMYNG1-9DA11B/ICT ICT					

In this term students have been studying the use of the MS Word to insert and format pictures from the Clip art gallery, create tables and use the Internet to find information about health and transport.

Najme has achieved a very good progress and all her targets for this review period. She is polite and well behaved student.

She has created at least 2 documents with a minimum of 5 words and at least 1 picture, created a poster and at least 3 tables with rows and columns. Najme has used the Internet successfully on at least 3 occasions and found information about travel, health, geography and weather.

Targets:

In the next term we will continue working on using the Internet as a source of information and start working on using the ICT for communication, such as Email and text messaging.

In the next review period Najme will:

- 1. Continue with excellent time keeping and attendance.
- 2. Produce at least 2 successful searches using the Internet and find information about healthy eating and finding directions for travel around London.
 - 1. Use Email to send and receive at least 2 messages each containing a minimum of 5 words.

In the next review period we will work on using 1.

Ubavka Skramic.

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Personal Targets

Area of Development:	1	Jake Douglas Date Set: 20 October 2011 Deadline: 20 October 2011
S.M.A.R.T. Target:	I need to increase my understanding of rapidly- spoken English. I will try to listen to the news on the radio or TV for about ten minutes every day from now on. I will tell Jake what I've been listening to and what I've learned two weeks after half term.	Boudinio. 25 Colosof 2011

Area of Development:	llv /	Jake Douglas Date Set: 20 October 2011 Deadline: 20 October 2011
S M A P T Target:	I need to improve my spelling of some basic English words. I will do the 2 'Words to Learn' exercises which Jake has given me. I will use a dictionary to find the spelling mistake in each sentence and correct it. I will show the answers to Jake three weeks after half term.	Doddinio. 23 330001 2011

Area of Development:	Grammar/Speaking	Jake Douglas Date Set: 1 March 2012 Deadline: 30 March 2012
S.M.A.R.T. Target:	Subject-verb agreement: make sure you use a singular verb with a singular subject and a plural verb with a plural subject, e.g. <i>He goes to school</i> or <i>They study maths</i> , not <i>He go to school</i> or <i>They studies maths</i> . Please do the exercises from Unit 2 of English Grammar in Use Intermediate.	Deading. So Maion 2012

Tutor Review

Comments / Reference / Targets

Review Term: Autumn

Review:

Najme is a very hard-working learner who attends all the classes on time and regularly. She behaves rather well in the classroom and always tries to help others.

Issues Raised:

In order to progress, Najma needs:

- 1) To participate and contribute actively in group activities.
- 2) To ask question when she has difficulty to do certain task.

Nahid Karamali.

Review Term: Spring

Review: We have covered the topic related to family and friends during this term. Najme has shown that she is able to use ['s] to write about her member of family. She is also able to use possessive adjectives rather well.

Issues Raised:

In orer to progress, Najme needs to:

- 1) Share her ideas during group activities.
- 2) Complete her homework on time.

Nahid Karamali.

Review Term: Summer

Review: During this term we have covered the topics related to jobs and neighbourhood. Najma has passed the listening and speaking test and has completed 4 Cambridge tests.

Issues Raised: Najma attends all the classes on time and regularly. It is a pleasure to work with Najma.

Nahid Karamali.

Review Term: Autumn/Spring/Summer

Review:

Najma 's attendance is good and she will do E2 exam.

She needs to work on Multiplication and division, adding and subtraction.

She will go to www.bbc.co.uk/skillswise/numbers and practice X,/, + and take-away.

She will print out and bring her work to class by 5 DEc.

Issues Raised:

Chris Anglin.

Review Term: Autumn

Review: Najma has been working well this term, but seems to lack confidence in speaking and needs to participate more in classroom discussions. If she does this, she should be able to pass the Speaking and Listening exam.

Issues Raised: None

Jake Douglas.

Course	Attendance	Punctuality
ESOL 16-18 E3 Workskills TGpA	98%	99%