The College of Haringey, Enfield and North East London



Learner Review

12 January 2012

Learner: Lilian Sumbi Timos 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%	100%	
BTEC Level 3 Extended	(10)	(10)	
Diploma Business GpC Yr1			
(Tutorial & General Unit) (E)			

Modules:

NE3MBUS1-1DA21C/TUT Tutorial, NE3MBUS1-1DA21C/FSI FS ICT, NE3MBUS1-1DA21C/INM Introduction to Marketing

Comments / Reference / Targets

Smart Targets:

To achieve Distinction, you need to make sure that 2 out of 3 units are

Distinction by January 2012.

Ensure you improve your analysis and evaluation skills to complete Merits

Comments: and Distinctions. Also make sure you pass mock exam for Maths Functional

Skills

Mandy Hayward.

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)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/FSE FS Eng	lish		

Comments / Reference / Targets

Smart Targets: Complete a L2 FS English writing exam by Oct term. Proofread and check

your spellings and that you have wrote enough to fulfil the criteria.

Comments:

Donna Kavanagh.

Subject	Attendance	100% (10)	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	100% (10)		
Modules:			
NE3MBLIS1-1DA21C/BLIR Business	Docouroos		

Comments / Reference / Targets

Smart Targets: Attempt all distinction tasks during the holidays

Comments: Excellent progress

Upal Banerjee.

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Personal Targets

Area of Development:	IIII III III III III III III III III I	Mandy Hayward
S.M.A.R.T. Target:		Date Set: 26 September 2011 Deadline: 27 September 2011

Area of Development:	Organisation and Folder	Mandy Hayward Date Set: 26 September 2011
IIS MIARI ISTABI	sort out folder for all course notes, assignments and timetable by next week.	Deadline: 3 October 2011

Area of Development:	Maths	Lilian Sumbi Timos Date Set: 3 October 2011 Deadline: 3 October 2011
S.M.A.R.I. Target:	I have already started maths functional skills classes since 27 September 2011. I have to work hard to improve areas which I am weak, in order to gain the criteria to go to University.	Deadine: 3 October 2011

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review: Progress made in Unit 1 this term. Deadline for P5 and P6 - 04/01/12.

Issues Raised:

Marie Welsh.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 EGpC	100%	100%