The College of Haringey, Enfield and North East London



Learner Review

06 March 2012

Learner: Naomi Eutiomat

Personal Tutor: Debbie Chittock

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 3 ESOL 16-18 E3 Workskills GpB (T) (ESEMYNG1- 1DA11B) ICT Class	100% (10)	100% (10)		
Modules:				
ESEMYNG1-1DA11B/ICT ESOL-ICT				

Comments / Reference / Targets

1. Create at least 3 documents with a minimum of 20 words and at least 1 picture.

Smart Targets: 2. Create at least 1 table in MS Word.

3. Create at least 1 MS Excel spreadsheet file.

Naomi has achieved good progress in using MS Word to create and save documents. She is able touse of different fonts and text enhancing styles including bold, italic and underlinedand knows how to move/copy text as well as to change text alignment. She has demonstrated an ability to insert and format pictures from the Clip art gallery into word processing documents. Naomi needs to work on improving her understanding of input/output devices.

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Comments:

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Personal Targets

Area of Development:	II 0	Debbie Chittock Date Set: 8 November 2011 Deadline: 8 November 2011
	Naomi is very quiet in class and will try her best to speak more. She will try to contribute at least on thing in each lesson.	Deadline: 8 November 2011

Area of Development:	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	Debbie Chittock Date Set: 1 November 2011 Deadline: 15 November 2011
	Naomi showed some confusion with present simple and present continuous in her diagnostic test. She will complete 2 worksheets - 1 present simple and 1 present continuous to help her use these correctly. She will give me by Tuesday 15th November.	Doddinio : 10 Novombor 2011

Area of Development:	lln	Debbie Chittock Date Set: 1 November 2011 Deadline: 29 November 2011
IIS MIA DI Largoti I	Naomi's reading is consolidatiing according to the diagnostic test. She needs to read more as at the moment she doesn't read much at all. She will read 2 story books from the library and complete 2 boook reports. She will do this by November 29th (Tuesday).	Boudinio. 20 November 2011

Tutor Review

Debbie Chittock.

Comments / Reference / Targets Review Term: Autumn Review: Attendance - 100% Punctuality - 100% Naomi's attendance and punctuality are outstanding - well done Naomi! She is a very capable student who always works well with others, no matter what their ability is. She has gained confidence with her speaking and listening and is now participating a lot more than she did in the first few weeks - a real achievement. She alswys completes her homework and tutorial work on time and always has a very positive, 'I can do' attitude to learning. She will need to continue to work hard in all her lessons to complete all of the Edexcel Personal & Social Development Units within the deadline. I am confident that with continued effort she will be able to pass the Entry Speaking and Listening exams in April. An excellent student - well done!! Issues Raised: Debbie Chittock. Review Term: Spring Review: Naomi's attendance is 98% and punctuality is 100%. She is progressing very well and works well in lessons. She is a very mature and responsible learner. She has also started an IELTS course this year. She scored 22/30 in the recent mock exams for speaking and listening. She did not make any mistake swith the listening part of the test which was good. She made mistakes with grammar (question forming, comparatives, tenses and prepositions) and pronunciation. She needs to make sure she completes her homework and all tutorial work on time to be able to progress to L1 next year. Issues Raised:

Course Attendance Punctuality

ESOL 16-18 E3 Workskills TGpB 96% 100%