The College of Haringey, Enfield and North East London



Learner Review

12 January 2012

Learner: Kubilay Dokgoz 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) Functional English (BTEC L3 Dip Business Gp B&C Yr1) (E)	100% (10)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/FSE FS English			

Comments / Reference / Targets

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

your use of apostrophes for contractions (I'm), spellings and commas.

Comments:

Donna Kavanagh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 1 The Business Environment (E)	96% (8)	100% (10)	
Modules:			
NE3MBUS1-1DA21C/BUE Business Environment			

Comments / Reference / Targets

Smart Targets: Complete outstanind corrections by January 20th 2012

Comments: Making progress in the unit, contributing in class.

Marie Welsh.

Subject	Attendance	Punctuality	
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) BTEC Level 3 Extended Diploma Business GpC Yr1 (Tutorial & General Unit) (E)	92% (6)	100% (10)	

Modules:

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

Comments / Reference / Targets

Smart Targets: Ensure 2 out of 3 of your units are Merits for hand in January 2012

You need to be more focussed in class and complete work. You need to find a way to concentrate in class and do your work, then outside the class, you

can focus on your merits. You are not working hard enough.

Mandy Hayward.

Comments:

Subject	Attendance	Punctuality		
BTEC Level 3 Extended Diploma in Business Yr1 (Enfield) Unit 2 Business Resources (E)	100% (10)	100% (10)		
Modules:				
NE3MBUS1-1DA21C/BUR Business Resources				

Comments / Reference / Targets

Smart Targets: Work on merits and Distinction tasks over the holidays Comments: Good effort so far with positive contribution in class

Upal Banerjee.

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Personal Targets

Area of Development:	llo ,	Kubilay Dokgoz Date Set: 19 September 2011 Deadline: 19 September 2011
111	Find out about bursary replacement Ema scheme with Learner Support in the hub by the end of September.	Deadine. 15 September 2011

Area of Development:	Attendance and Punctuality	Mandy Hayward Date Set: 19 September 2011 Deadline: 3 October 2011
IIIS IVI A. R. I. I ARDET: I	be on time and attend all lessons to achieve 95% in September	

Area of Development:	Being Prepared for Lessons	Mandy Hayward Date Set: 13 December 2011 Deadline: 14 December 2011
S.M.A.R.I. Target:	You are coming to lessons unprepared with previous notes. You need to be more prepared and focussed on what you need too do. Show me your folder at next lesson.	Dodding. 14 December 2011

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review: Enjoying the course, getting on the work, likes the research. Contributing to tasks in a team. Popular and has made a number of good points. Needs to back this confidence up with higher grades.

Issues Raised: Missed deadline for Unit 3 P3 - has one day extension - so look forward to reading your task.

Mandy Hayward.

Review Term: Autumn/Spring/Summer

Review:

You have made some progress in Unit 1 this term. You need to submit P5 and P5 by 04/01/12.

Issues Raised:

Marie Welsh.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 EGpC	94%	99%