The College of Haringey, Enfield and North East London



Learner Review

08 March 2012

Learner: Naadiya Assam

Personal Tutor: Benson Osejindu

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 Ext Diploma Yr1 & Fast Track Business (T) Unit 41 - Business Markets and the Economy (L3 Yr1 & Fast Track Business) (T)	83% (4)	97% (8)
Modules:		
NE3MBUS1-1DA21A/BUE Business Environment, ND3MBUS1-1DA11A/BUE Business Environment		

Comments / Reference / Targets

Smart Targets:

Comments:

Courses: Unit 1 Business Environment; Unit 41 Business Markets and the Economy; Unit 14 Aspects of Employment Law

Naadiya's attendance and timekeeping is examplary. She contributes well when invited.

She has not submitted any work for U1, and has half of the criteria for U41 still to submit. She needs urgently to hand in the outstanding work - especially the U1 work.

David Wheeler.

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) BTEC Level 3 Extended Diploma in Business Yr1 GpA (T) (Tutorial & General Unit)	87% (<u>/</u>)	92% (6)
Modules:		
NE3MBUS1-1DA21A/BRE Business Resources with FS English		

Comments / Reference / Targets

Smart Targets: Specific and Measurable

You need to complete the tasks in the Business Resources assignment for

final submission by 5 December 2011 and ensure that you have completed

the first tasks in the Teams in Business unit by 9 January 2012.

Marcia Hamilton.

Comments:

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) Unit 41 - Business Markets and the Economy (L3 Yr1 & Fast Track Business) (T)	80% (4)	100% (10)

Modules:
NE3MBUS1-1DA21A/BUE Business Environment

Comments / Reference / Targets

Complete P1 and P2 by Friday 16th December for Unit 41 **Smart Targets:**

Comments:

This deadline is for the FINAL submission; try to get a draft to me well before this so that I can give you feedback.

Note that the M1 and D1 deadline is also Friday 16th December, if you wish to achieve those criteria David Wheeler.

BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) BTEC Level 3 Extended Diploma in Business Yr1 GpA (T) (Tutorial & General Unit) 92% (6) 100% (10)	Subject	Attendance	Punctuality
	Yr1 & Fast Track Business (T) BTEC Level 3 Extended Diploma in Business Yr1 GpA	92%	1

Modules:

ND3MBUS1-1DA11A/TUT Tutorial, NE3MBUS1-1DA21A/ITM Introduction to Marketing, NE3MBUS1-1DA21A/INM Introduction to Marketing, NE3MBUS1-1DA21A/TUT Tutorial

Comments / Reference / Targets

1. To complete and submit the Pass criteria in unit 3 (Introduction to Marketing) by 30th March

2012.

Smart Targets:

2. To complete and submit the Pass criteria in unit 10 (Marketing Research in Business) by 30th March

2012.

3. To complete and submit the Pass criteria in unit 39 (International Business) by 30th March 2012.

Comments:

Please refer to my comments above for your personal development.

Benson Osejindu.

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) Unit 13: Recruitment and Selection (L3 Yr1 & Fast Track Business) (T)	89% (5)	94% (7)
Modules:		

NE3MBUS1-1DA21A/BRE Business Resources with FS English

Comments / Reference / Targets

Smart Targets: Specific and Attainable

I need to research more information about internal and external sources by 16

December 2011.

I need to collect evidence for the impact of legal and regulatory framework 4

January 2012.

Comments:

I need to research evidence for a factsheet by 4 January 2012.

For the group aspect of this unit, we need to compile the evidence and agree

an interview date before 23 January 2012.

Marcia Hamilton.

Subject	Attendance	Punctuality
Computing Functional Mathematics (for all Achala's FS Maths)	89% (5)	100% (10)
Modules:		
NE3MBUS1-1DA21A/FSM FS Maths		

Comments / Reference / Targets

Improve your attendance to 100% by the end of this term.

Smart Targets: Complete three past Exam papers (March 2011, May 2011 and June 2011)

by 31-03-2012.

Comments:

Achala Bodara Gamage.

Subject	Attendance	Punctuality
Computing Functional Mathematics (for all Achala's FS Maths)	82% (4)	100% (10)
Modules:		
NE3MBUS1-1DA21A/FSM FS Maths		

Comments / Reference / Targets

Smart Targets: Improve your attendance to 87% by the end of this term.

Nadia is an active member in the group who has made a good progress in

this term.

The topics taught during this term include:

· Addition, Subtraction, Multiplication and Division (Basic mathematics)

· Fractions, Decimals and Percentages.

Comments:

· Mean, Median, Mode and Range.

· Ratio and Proportion.

· Area and Perimeter .

Naadia should now start revising for the exam in May while focusing more on developing problem solving skills.

Achala Bodara Gamage.

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) Unit 2 Business Resources (L3 Yr1 & Fast Track Business) (T)	84% (4)	95% (8)
Modules:		
NE3MBUS1-1DA21A/BRE Business Resources with FS English		

Comments / Reference / Targets

Smart Targets: Specific and Attainable

You have been given feedback on this unit and in order to acheive higher grade you will need to complete the M3 and M4 criteria to the required standard, as you have only met these partially. Should you choose not to

make the amendments by 3 February 2012, you will only be awarded Pass for

this unit.

Marcia Hamilton.

Comments:

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) Unit 1 The Business Environment with FS English (L3 Yr1 & Fast Track Business)	76% (3)	95% (7)
Modules:		
NE3MBUS1-1DA21A/BUE Business Environment, ND3MBUS1-1DA11A/BUE Business Environment		

You must complete all outstanding assignment tasks for Unit 1 (Business

Environment) and hand them in to me by Friday 24th February - the week

after half term.

Comments:

David Wheeler.

Smart Targets:

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) Unit 5 Business Accounting (L3 Yr1 & Fast Track Business) (T)	88% (4)	97% (9)
Modules:		

NE3MBUS1-1DA21A/BRE Business Resources with FS English, NE3MBUS1-1DA21A/ITA Introduction to Accounting

Comments / Reference / Targets

Smart Targets: Specific and Attainable

You have made good progress in this unit to produce a Cashflow Forecast; a Trading, Profit, Loss Account and Balance Sheet; and you have also used the financial data to calculate ratios you will need to comment on the performance of the business. Because of the progress you have made you are now able to

of the business. Decause of the progress you have made you are n

attempt the 'merit' and 'distinction' criteria to acheive a high grade.

Marcia Hamilton.

Comments:

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) Unit 2 Business Resources (L3 Yr1 & Fast Track Business) (T)	86% (4)	83% (4)
Modules:		
NE3MBUS1-1DA21A/BRE Business Resources with FS English		

Comments / Reference / Targets

Smart Targets: Specific and Measurable Targets

Comments: I intend to complete P2-7, M2-4 & D1-3 of the assignment by 20th November

2011, as this will alllow me to focus on the new unit.

Marcia Hamilton.

Subject	Attendance	Punctuality	
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) BTEC Customer Service (L3 Ext Dip Business Yr1) (T)	93% (7)	93% (6)	
Modules:			
NE3MBUS1-1DA21A/CUS Custo	omer Service		

Comments / Reference / Targets

Smart Targets: ASSIGNMENT

A very good attempt so far, you are currently on target with Unit 1 Comments:

assignment, however you also need to start working on Unit 2 assignment

and the deadline is on he 30/03/12

Benjamin Cobblah.

Subject	Attendance	Punctuality
BTEC Level 3 Ext Diploma Yr1 & Fast Track Business (T) BTEC Level 3 Extended Diploma in Business Yr1 GpA (T) (Tutorial & General Unit)	95%	100% (10)

Modules:

NE3MBUS1-1DA21A/ITM Introduction to Marketing, ND3MBUS1-1DA11A/TUT Tutorial, NE3MBUS1-1DA21A/INM Introduction to Marketing, NE3MBUS1-1DA21A/TUT Tutorial

Comments / Reference / Targets

1. To complete M1 and D1 in Introduction to Marketing

by Thursday 24th November 2011 no later than 5.00

Smart Targets:

p.m.

2. To improve your attendance.

Comments:

Benson Osejindu.

Personal Targets

Area of Development:	Introduction to Marketing Assignment.	Benson Osejindu Date Set: 11 October 2011 Deadline: 11 October 2011
S.M.A.R.T. Target:	To complete the above assignment Pass criteria by Friday 21st October 2011 To complete the Merit and Distinction criteria by 4th November 2011.	Deadline: 11 October 2011

Area of Development:	level 2 customer services	Naadiya Assam Date Set: 21 February 2012 Deadline: 25 February 2012
IIIS MIN PI I JARAGE I	In addition, i need to complete <u>Level 2 customer</u> <u>service task</u> 3 by 25th february 2012.	Deadinie. 23 February 2012

Area of Development:	unit 3 assignment edit	Naadiya Assam Date Set: 21 February 2012 Deadline: 29 March 2012
S.M.A.R.T. Target:	i need to edit <u>Unit 3 assignment</u> introduction to marketing in Business to achieve <u>merit criteria</u> .	Deadline: 29 March 2012

Tutor Review

Comments / Reference / Targets

Review Term: Autumn/Spring/Summer

Review:

Issues Raised: 1. To continue to improve on your attendance.

2. To submit the Pass, Merit and Distinction criteria in unit 3 (Introduction to Marketing) by Friday 10th February 2012. This will depend on how soon she gets the feedback from the Pass criteria.

 To submit the Pass, Merit and Distinction criteria in unit 10 (Marketing research in Business) by Friday 17th February 2012.

Benson Osejindu.

Course	Attendance	Punctuality
BTEC L3 Ext Dip Business Y1 TGpA	90%	98%