The College of Haringey, Enfield and North East London



Learner Review

15 March 2012

Learner: Rafiul Hoque

Personal Tutor: Sonia Kobal

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 2 in Media (E) BTEC Level 2 in Media GpB Tutorial and General Unit (E)	86% (4)	83% (4)

Modules:

FD2MMED1-1DA11B/CTP Unit 2: Communication Techniques for Creative Media Production, FD2MMED1-1DA11B/MAP Unit 4: Media Audiences and Products, FD2MMED1-1DA11B/PCM Unit 20: Factual Production for the Creative Media, FD2MMED1-1DA11B/CMS Unit 3: The Creative Media Sector, FD2MMED1-1DA11B/TUT Tutorial, FD2MMED1-1DA11B/FSM Functional Skills Maths, FD2MMED1-1DA11B/FSE Functional Skills English, FD2MMED1-1DA11B/PRP Unit 7: Print Production, FD2MMED1-1DA11B/ADP Unit 18: Advertisement Production

Comments / Reference / Targets

Smart Targets:

This term students have been working on various units: Unit 1 Research Techniques for Creative Media Production, Unit 20 Factual Production for the Creative Media, Unit 3 The Creative Media Sector and Unit 21 Creative Media Production Project. They have learnt how to use green screen and new techniques in Final Cut Pro, as well as improving their research skills and understanding of the media sector. All students are working on a final major project in different format that will be completed in Term 3.

Comments:

You must arrive to classes on time and concentrate more in class to achieve the best grade and have a chance to apply for a course here next year. You are able to achieve excellent grades, you just need to put more effort into your work.

Sonia Kobal.

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Personal Targets

Area of Development:	Attendance and Punctuality	Sonia Kobal Date Set: 19 October 2011 Deadline: 19 November 2011	
S.M.A.R.T. Target:	 Be on time to all lessons Leave your house earlier Report all lateness and abscence to Dipa Popat 0208 443 3434 ext.2654 		

Area of Development:	Punctuality	Sonia Kobal	
S.M.A.R.T. Target:	- Arrive on time to all lessons - Concentrate more in class - Do not sit next to Adonis	Date Set: 15 March 2012 Deadline: 15 April 2012	

Tutor Review

Comments / Reference / Targets

Review Term: Spring

Review: See subject review

Issues Raised:

Sonia Kobal.

Course	Attendance	Punctuality
BTEC L2 Dip Media E	86%	83%