

### **FC6W51 Learning Agreement**

Student ID	18011848	Student Name	Lauren Spruce
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#### **Employer**

○ Work Placement	Employer name	London Metropolitan University
	Employer address	166-220 Holloway Rd, London N7 8DB
	Company supervisor name and position	Cecilia Oyugi
	Company supervisor email	c.oyugi@londonmet.ac.uk
	Company supervisor telephone No	020 7423 0000
○ Others	Please provide full details of this option on a separate page and attach to this form.	

<b>Academic Supervisor at Londonmet (See Weblearn)</b>	<b>Dr Quan Dang</b>
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#### **Work Activity**

Start Date:	12/10/20	End Date:	N/A
Brief description of your position and work at the work placement:		Success coach for foundation year and 1 <sup>st</sup> year students, attending workshops for support and doing 1 to 1 session with students.	

**Learning agreement table:**

Please refer to the general module learning outcomes (LOs). You need to list at least Six learning outcomes specific to your chosen WRL work, with at least TWO closely related to your course of study.

Learning Outcome ID	Skills and knowledge	Activities and tasks	Evidence
LO1	Demonstrate the ability to operate effectively as an independent learner in a supervised work environment, including the selection and application of appropriate methods and procedures to required tasks.	To attend workshops helping with specified modules	Get feedback from the tutors within the workshops, and the work-based supervisor (Cecilia)
LO2	Communication skills, including presentation and writing skills	Emailing and reaching out to student's which need help	Email evidence, Student feedback, MS team calls
LO3	Programming with Java and python	Creating 1 to 1 sessions with students helping with specified tasks	Student feedback, using google forms, MS team calls
LO4	Database and MS access	Assignment help	Student feedback, using google forms
LO5	Demonstrate analytical and advanced problem-solving skills.	Reviewing workshop and coursework tasks for students.	Email evidence, Student feedback, using google forms, MS team calls
LO6	Coaching and mentoring skills	Clarify learning outcomes expected of 1st years	Student feedback, google forms

**This form is approved by an academic supervisor: by email [q.dang@londonmet.ac.uk](mailto:q.dang@londonmet.ac.uk)**

You must complete Employer Registration, Health and Safety and Employer Liability forms on the website (My Careers) before the start of your work.

### Guidance notes for the Learning agreement table:

You need to list **five** skills and knowledge examples, you can learn or enhance during this work, and at least two of these should be closely relevant to the course you are doing at the university.

**“Skills and knowledge”** column: You can choose from the following: Problem solving skills, Team working skills, Communication skills, Presentation skills, Project management skills, Programming skills, Website development skills, Analytical skills, Teaching skills, etc.

**“Activities and tasks”** column: You will propose the tasks or activities you will take to learn/enhance the proposed skills and knowledge. It can be to participate in a Web development project, to work in a team, to actively engage in group project discussion, etc.

**“Evidence”** column: Propose the evidence you can provide to demonstrate that you have learned or enhanced the agreed skills and knowledge. This can be the feedback from your placement employer, artefacts you will develop, screen shots or video captures, meeting minutes, etc.