

## SESSION PLAN



Course: Bridging the Gap
Tutor Linda Cook/Jo Merry
Session Title: Induction
Session No/Date: 1
Session Time: 4 -6 Location Room 38

### Aims

**To understand the aims , assessment requirements and content of the course**  
**To undertake initial assessment tasks**

Objectives: By the end of the session students will be able to:  
Identify and reflect on their literacy and IT skills and needs  
State the assessment options for the course

Specific Health and Safety Issues for this session. Risk Assessment completed Yes/No

Please see Risk Assessment and Health & Safety Guidelines displayed per classroom.  
Specific risks in relation to individual students and other risks that fall outside of that listed on Scheme of work should be identified here.

**Specific Individual Learning Needs notes (Please enter number of learners against categories. If applicable):**

**Dyslexia**     **Emotional Difficulty:**     **Learning Disability:**     **SLDD**   
**Disability: Physical**     **Other:**

Learning Support Provided  
Learning Support Assistant (Name):  
Learning Support Activity:

Knowledge and Skills Required for Session including communication and number skills

Some knowledge of the expected literacy/IT skills required of ITT courses  
Literacy skills at Level 2  
Ability to contribute to discussions and identify key points

Basic Skills/ Key Skills	Time	Learning Activity/Method	Assessment	Resources
	4.00	<b>Introductions</b> – Intro tutors & explain background to the project	Initial assessment tasks	Forms if necessary  flipchart  course outline  writing task text and reading task checklists  Key skills paperwork
	4.15	Enrolment forms/staff development etc??		
	4.20	<b>Icebreaker - Pairs</b> – talk to someone you don't know and find out what they do at the college, what they want to get out of the course and one other thing.		
		<b>Feedback</b> - link to their own students' experiences, what do they do as an icebreaker? How does it feel?		
	4.40	<b>Introduction to the literacy/IT module:</b> talk thru course outline. Any questions		
	4.50	<b>Initial assessment</b> <ul style="list-style-type: none"> <li>• Writing task – 350 words</li> <li>• Reading task – identify key points from Geoff Petty text</li> <li>• Self assessment checklist</li> <li>• IT checklist?</li> </ul> <p>As individuals finish their assessment talk to them individually and provide an introduction to Key Skills/IT quals. How many people have a Level 2 English qualification? Explain how this course can provide the evidence for the portfolio. Input on optional IT quals</p>		
	6.00	End		