NOT PROTECTIVELY MARKED

Lesson Plan **TDP 3**

Lesson Title **Session 2 Logging on**	**Duration** **17 mins**
Trainer Amanda Jamieson	**Handler, Controller, Deputy Controller, Authorising Officers, Deputy Authorising Officers, CAB staff**
Aim To allow students to log on to the database correctly and change password	
Objectives - By the end of the session, students will be able to: • **Demonstrate the ability to log on to Pegasus correctly** • **Demonstrate the ability to change the password** **AF1 – Ensure own actions reduce risks to health and safety (applicable to intro)** **AF3 – Promote a health and safety culture within workplace (applicable to intro)** **3C1 - Support the use of information technology** **2A1 - Gather and submit information that has the potential to support policing objectives** **ZA2 – Research, prepare & supply information** **ZH2 – Enter and find data using a computer**	

Time	**Content, including teaching methods, audio visual aids used and resources needed.**
	Resources: **8 Computers** **Overhead Projector** **White Board** **Whiteboard Markers**
2 mins	**MASLOW – Welfare and removal of blocks to learning** • Environmental check (heating/lighting etc) • Meet and greet and any other formal introductions • Administration including Fitness to Train Declaration* • Domestic Arrangements – breaks; location of facilities etc* • General Health and Safety and Safety Briefing (if relevant)* • Relevant Instructions e.g. mobile phones/questioning strategy* • Encouragement to share experiences appropriately/participation
5 mins	**GESTALT – Overview of what is to come in session** • Outline aims and objectives • Outline learning strategies/assessment method
5 mins	

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