

NOT PROTECTIVELY MARKED

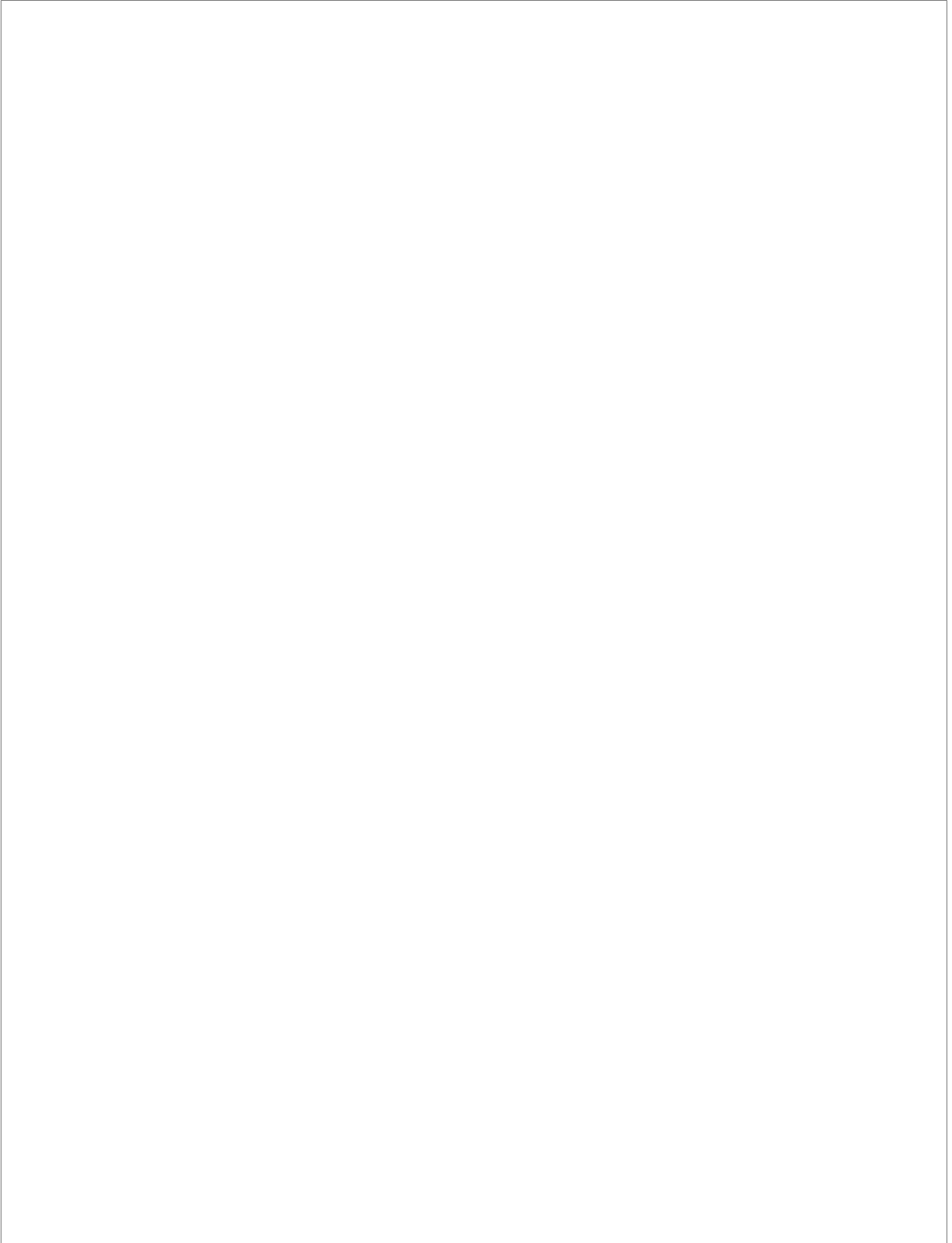
Lesson Plan

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	
<p>Objectives - By the end of the session, students will be able to:</p> <ul style="list-style-type: none"> • Demonstrate the ability to log on to Pegasus correctly • Demonstrate the ability to change the password <p>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</p>	
Time	Content, including teaching methods, audio visual aids used and resources needed.
2 mins	<p>Resources: 8 Computers Overhead Projector White Board Whiteboard Markers</p> <p>MASLOW – Welfare and removal of blocks to learning</p> <ul style="list-style-type: none"> • 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	<p>GESTALT – Overview of what is to come in session</p> <ul style="list-style-type: none"> • Outline aims and objectives • Outline learning strategies/assessment method
5 mins	

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