

NOT PROTECTIVELY MARKED

Lesson Plan

TDP 3

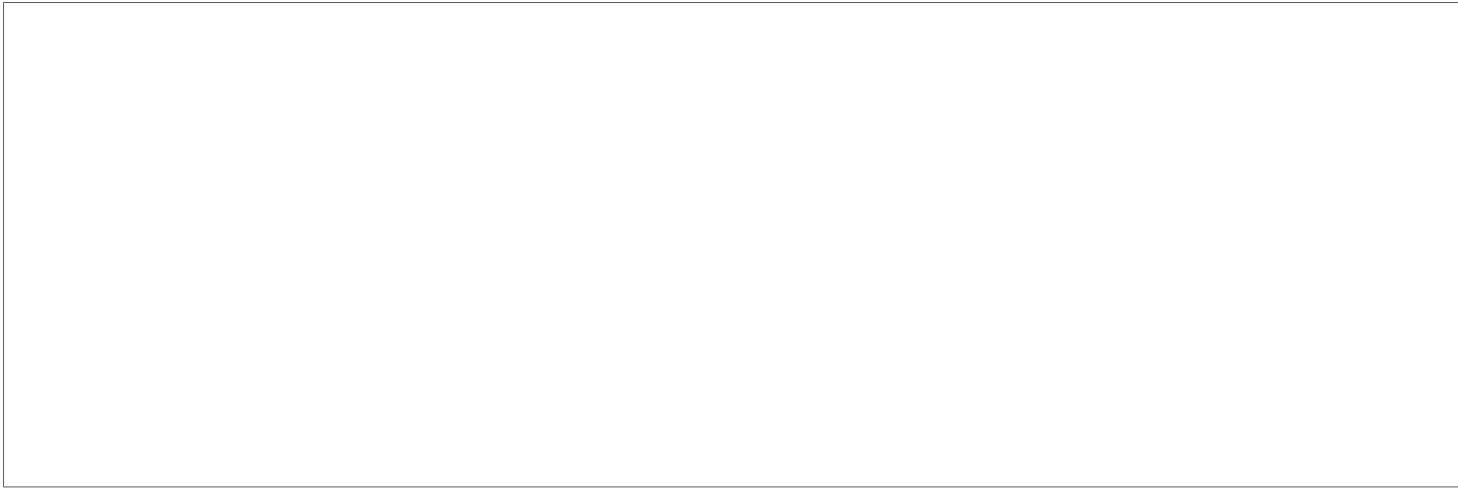
Lesson Title Session 6 Property file enquiries and property descriptive searches	Duration 47 mins
Trainer PNC Trainer	Group Potential PNC Enquiry Operators
Aim To allow students to understand the use of the property file and to search, retrieve and interpret property records.	
Objectives - By the end of the session, students will be able to: <ol style="list-style-type: none"> 1. Identify the correct transaction codes to search the property file 2. Correctly interpret the information held within a property record 3. Identify the correct transaction codes to search the property file using descriptive information and retrieve the search results 4. Search for and retrieve records using property descriptive information 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 PNC Manuals PNC Handouts PNC Exercise Folders Misc 142 (8) Transaction Code/Paging Handout (8) Pens/Pencils

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

2 mins	<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

NOT PROTECTIVELY MARKED



NOT PROTECTIVELY MARKED