

NOT PROTECTIVELY MARKED

Lesson Plan

TDP 3

Lesson Title	Duration 20 Mins
Session 1 - Introduction	
Trainer IT TRAINER	Group All Police Officers and Intelligence Units
Aim To introduce students to the purpose and process of the training programme	
Objectives - By the end of the session, students will be able to: By the end of the session students will: 1. Data Protection and Legislation covering Computer Systems 2. Be aware of the purpose of the training and the process it will take 3. Overview of the system 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.
2 mins	Resources: Overhead Projector Projector Screen White Board Pens User Guides Exercise Cards MASLOW – Welfare and removal of blocks to learning <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

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

5 mins	GESTALT – Overview of what is to come in session
--------	---

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED