NOT PROTECTIVELY MARKED

Lesson Plan   **TDP 3**

Lesson Title Session 10 – Transaction Logging	Duration **22 mins**
Trainer PNC Trainer	Group **Potential PNC Enquiry operators**

Aim To allow the student to understand the purpose of Transaction Logging and how to retrieve and interpret information contained with Transaction Logging.

Objectives - By the end of the session, students will be able to:

1. Students will describe when transaction log enquires should be used for both operational and auditing purposes
2. Students will demonstrate how to carry out transaction enquires

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** **Transaction Code/Paging Handout** **Pens/Pencils**
2 mins	**MASLOW – Welfare and removal of blocks to learning**

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5 mins	• 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 **GESTALT – Overview of what is to come in session** • Outline aims and objectives • Outline learning strategies/assessment method