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Lesson Plan

TDP 3

Lesson Title Session 3 Insurance/MOT	Duration 42 mins
Trainer PNC Trainer	Group Potential PNC Enquiry operators
Aim To allow the students to understand the legislation surrounding access to MOT, VEL and vehicle insurance details, and to access and interpret the MOT, VEL and insurance information	
Objectives - By the end of the session, students will be able to: <ol style="list-style-type: none"> 1. Explain the legislation surrounding access to MOT, VEL and Insurance details 2. Identify the correct transaction code to access MOT, VEL and Insurance details 3. Correctly identify and interpret the Insurance Details, MOT and VEL information 4. Correctly Identify and interpret the insurance details using #VI <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.
	Resources: 8 Computers Overhead Projector White Board Whiteboard Markers PNC Manuals PNC Handouts PNC Exercise Folders Misc 142 Transaction Code/Paging Handout Pens/Pencils

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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

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(Continue overleaf if necessary)

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