

NOT PROTECTIVELY MARKED

Lesson Plan

TDP 3

Lesson Title	Duration
Session 9 BRC and Printing	22 Mins
Trainer	Group
PNC Trainer	Potential PNC Enquiry operators
Aim	
To allow the student to explain the purpose of BRC/Printing and Descriptive file	
Objectives - By the end of the session, students will be able to:	
<ol style="list-style-type: none"> 1. Students will understand BRC of records 2. Students will be able to print PNC records 	
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: 8 Computers Overhead Projector White Board Whiteboard Markers PNC Manuals PNC Handouts PNC Exercise Folders Misc 142 Transaction Code/Paging Handout Pens/Pencils 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*

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

5 mins	<ul style="list-style-type: none">• 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 <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