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Lesson Plan

TDP 3

Lesson Title Session 9 Creating a reward	Duration 93 mins
Trainer Amanda Jamieson	Handler, Controller, Deputy Controller, Authorising Officers, Deputy Authorising Officers, CAB staff
Aim : To create a reward using a single and staged payment	
Objectives - By the end of the session, students will be able to: <ul style="list-style-type: none"> • Create a new reward for a single payment • Notify the Controller • Create a new reward for a staged payment • Notify the Controller • Complete an Authorisation by the AO • Finalise the staged payment <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.
2 mins	Resources: 8 Computers Overhead Projector White Board Whiteboard Markers 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
5 mins	GESTALT – Overview of what is to come in session

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| | <ul style="list-style-type: none">• Outline aims and objectives• Outline learning strategies/assessment method |
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