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Lesson Plan

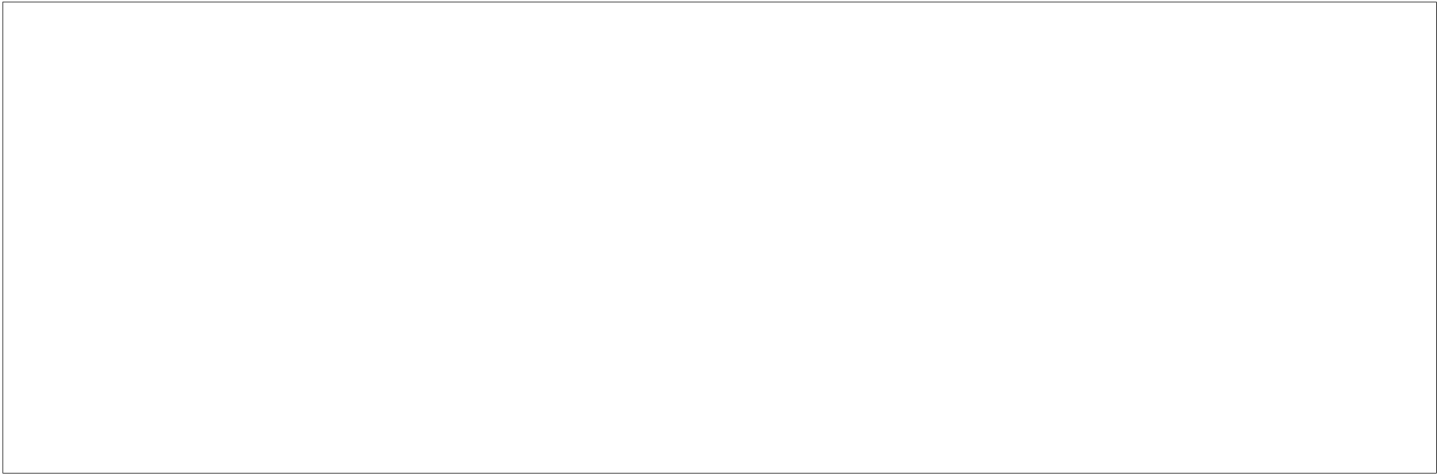
Lesson Title Session 7 – Monitoring The Staging Database	Duration 20 minutes
Trainer IT TRAINER	Group Crime Management Unit
Aim To be able to monitor incidents in the staging database and audit or delete them	
Objectives - By the end of the session, students will be able to: <ol style="list-style-type: none"> 1. Access the staging database 2. Have knowledge of the meaning of colour codes 3. Check incident logs and audit incidents within the database 4. Remove an incident from the staging database Link to NOS: 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

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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 aim and objectives• Outline learning strategies/assessment method
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