Durham Constabulary - IT Training

Lesson Title:	Duration:
Introduction to Weekly Duty Amend	
Cont'	
Trainer:	Group:
Angela Hunt	All Beat, Core, CID and Police Staff
5	Supervision
	1
Written by: ANGELA HUNT	
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Date Written: SEPTEMBER 2008	
Aim: To provide you with the relev	ant knowledge to view and maintain
information on the new Duty Manag	gement System (DMS)
Objectives: Pro the and of the Session delegates will	he able to
By the end of the Session delegates will	be able to
1. Change a officers duty times	
2. Record overtime	
2. Record overtime	
Logislation: This sassion refers to	
Legislation: This session refers to	
Data Protection Act 1998	
Computer Misuse Act 1990	
Computer Wisuse Act 1990	
National Occupational Standards (NOS)	supported with lesson
Trational Occupational Standards (1105)	supported with lesson
Unit 3C1 Support the use of information	technology (CFA213)
Unit 3B1 Receive, transmit, store and ref	
one obtation of transmit, store and re-	
Methodology to include:	
1. Resources needed	
2. Sources of Research	
3. Training Method	
	tive will be achieved and how the knowledge
will be checked	are will be defined and now the knowledge
will be elicened	

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For Distribution to CPs

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Time	Content, including teaching methods, audio visual aids used and resources needed	l.
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