

## Lesson Plan 4

TDP 3

<b>Lesson Title</b> Search Nominals & Layered Searches	<b>Duration</b> 60 mins
<b>Trainer</b> Angela Hunt/Amanda Jamieson	<b>Group</b> 8 users requiring ViSOR (Violent Offender & Sex Offender Register) Search access
<b>Aim:</b> To enable students to use the Search Nominal facility within the ViSOR Applications	
<b>Objectives - By the end of the session, students will be able to:</b> <ol style="list-style-type: none"> <li>1. Demonstrate how to search for a nominal record using Search Nominal</li> <li>2. Demonstrate how to search for a nominal record using layered searching</li> <li>3. Explain what information can be searched on within ViSOR.</li> </ol> <p>           AF1 – Ensure own actions reduce risks to health and safety (applicable to intro)            AF3 – Promote a health and safety culture within the 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 and supply information            ZH2 – Enter and find data using a computer         </p>	
<b>Time</b>	<b>Content, including teaching methods, audio visual aids used and resources needed.</b>
2mins	<b>Resources:</b> <p>           PowerPoint presentation covering H&amp;S            Fire Drill and Bomb Incendiary Attack information posters (in all classrooms)            Course Map (1 laminated copy prominently displayed)            ViSOR search user guide            Course reaction questionnaires            Appendix B Access Forms         </p> <b>MASLOW – Welfare and removal of blocks to learning</b> <ul style="list-style-type: none"> <li>• Environmental check (heating/lighting etc)</li> <li>• Meet and greet and any other formal introductions</li> <li>• Administration including Fitness to Train Declaration*</li> <li>• Domestic Arrangements – breaks; location of facilities etc*</li> <li>• General Health and Safety and Safety Briefing (if relevant)*</li> <li>• Relevant Instructions e.g. mobile phones/questioning strategy*</li> <li>• Encouragement to share experiences appropriately/participation</li> </ul>

NOT PROTECTIVELY MARKED

5mins

**GESTALT – Overview of what is to come in session**

- Outline aims and objectives
- Outline learning strategies/assessment method



**NOT PROTECTIVELY MARKED**

Session 4 - 8 users requiring ViSOR .doc/V3/AH/Dec 2011

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