INTERNSHIP PROGRESS REPORT

SECTION A: INTERNSHIP DETAILS

Programme	Internship Programme
SLA number	MICT/NPVT/Intern/LOI/20172018/00188
Internship NQF Level	Level 5
Report Period (Quarter)	
Employer's Name	Little Pig CC
Date of quarterly report	25 March 2019
Start date	02 May 2018
End date	01 May 2019

Project Manager's Details

Project Manager Full Name	Lulamisa
Project Manager Surname	Kama

Contact Details

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## SECTION B: INTERNSHIP QUARTER OVERVIEW

Introduction

This report comprises the fourth and final report for Little Pig CCâ??s internship programme on Contract Number: MICT/NPVT/Intern/LOI/20172018/00188. It reviews the outcomes of assignments that the interns had been working on.

Project Implementation Methodology

The project implementation methodology adopted by Little Pig CC is Scrum. It is a lightweight Agile project management framework that focuses on a collaborative, iterative and incremental approach for the development of a product or service.

Scrum Diagram
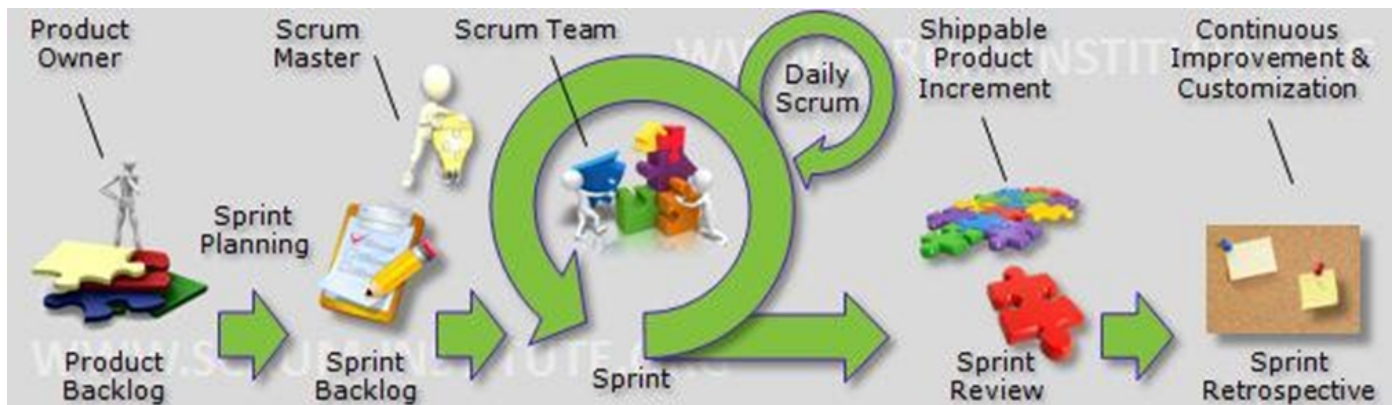
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The Scrum Framework implements the cornerstones defined by the Agile Manifesto which emphasises the value of:
* Individuals and interactions (communication) over processes and tools
* Working software over comprehensive documentation
* Customer collaboration over contract negotiation
* Responding to change over following a plan

The main components of Scrum Framework are:
* The three roles: Scrum Product Owner, Scrum Master and the Scrum Team
* A prioritized Backlog containing the end user requirements
* Sprints
* Scrum Events: Sprint Planning Meeting (WHAT-Meeting, HOW-Meeting), Daily Scrum Meeting, Sprint Review Meeting, Sprint Retrospective Meeting.

Important in all Scrum projects are self-organization and communication within the team. In the Scrum Framework the Scrum Product Owner and the Scrum Master share the responsibilities that would otherwise be those of a project manager in a classical sense.

However, in the end, the team decides what and how much they can do in a given Sprint, which

typically is a period of between 2 - 4 weeks. The importance of this is that it maximises release output, while making sure that errors are identified early enough for direction to be modified where deemed necessary.

Another cornerstone of the Scrum Framework is communication. To this effect, Scrum consists of a daily stand-up meeting that is time-boxed to 15 minutes (Daily Scrum). In the meeting, each team member answers the following 3 questions:
1. What they did the day before?
2. What they plan to achieve today?
3. Do they foresee any obstacles?
In the end, the Scrum Framework itself is very simple. It defines only some general guidelines with only a few rules, roles, artifacts and events. However each of these components is important, it serves a specific purpose and is essential for a successful usage of the framework.

Strategic Plan

The programme is in the XXXXX quarter so far it is going well. Of the original intake of 45 interns, XX interns have been employed somewhere else. And a replacement was taken on. All interns are working on various projects as mentioned in the work plan section below.

Evaluating and Monitoring the interns will continue to be a major aspect of Little Pig CCâ??s contribution to their empowerment and preparation for meaningful employment, hopefully internally and definitely externally. The monthly assessments carried out ensure that the work and projects they have been engaged in are effective and of high quality. They also give the company, through mutual feedback, ideas on how to improve things for the current and prospective internsâ?? intake.

Work Placement

Most of our interns are currently placed at different partner companies to broaden their skills and expertise in a different context. They are given different projects to work on and we monitor them every month by doing weekly reports, monthly assessments and we do site visits.

The company, through Little Pig CC Recruitment Agency, is vigorously searching for job opportunities for, and encouraging the remaining interns to apply for those work openings that have been identified. The endeavour is ongoing.