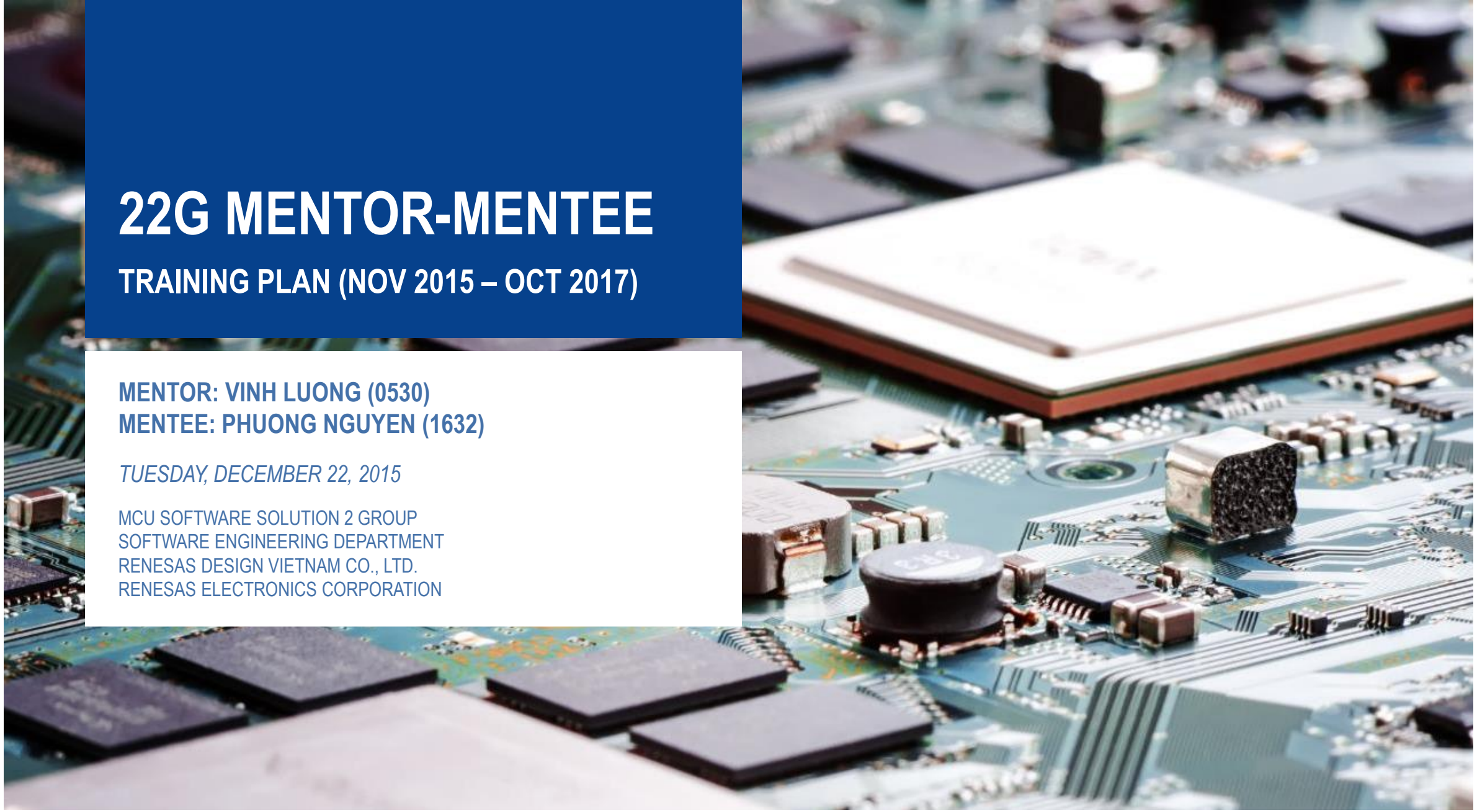

22G MENTOR-MENTEE

TRAINING PLAN (NOV 2015 – OCT 2017)

MENTOR: VINH LUONG (0530)
MENTEE: PHUONG NGUYEN (1632)

TUESDAY, DECEMBER 22, 2015

MCU SOFTWARE SOLUTION 2 GROUP
SOFTWARE ENGINEERING DEPARTMENT
RENESAS DESIGN VIETNAM CO., LTD.
RENESAS ELECTRONICS CORPORATION

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AGENDA

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TRAINING TARGET (1/2)

22G MENTOR – MENTEE TRAINING PLAN

Achieve "Software Design Engineer" with role level 2 by July, 2017

→ Do IDE Design Task without support, if it is within certain degree of difficult.

Role	Skill	Description	Target Level
Engineer for software design	**Software Functional Design**	- Decide the structure of software according to given software requirement definitions.	2
	Software Detailed Design	- Conduct a detailed software design according to given software structure definitions.	2
Coding engineer (Software)	**Software Coding**	- Have sufficient knowledge of programming language and create a program based on the detail design document. - Conduct a code review of created code.	2
	Readability	- Have knowledge of techniques for improving the source code readability and perform coding accordingly.	2

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TRAINING TARGET (2/2)

22G MENTOR – MENTEE TRAINING PLAN

Achieve "Software Design Engineer" with role level 2 by July, 2017

→ Do IDE Design Task without support, if it is within certain degree of difficult.

Skill	Target
MCU Architecture	- Can understand architecture of target MCU of assigned tasks.
Development Process	- Know and can follow Development process. - Can evaluate the results to find and improve weak phase of the process.
Communication skill	- Can express ideal to others. - Can report status/issues/solutions to teammates.
Management Ability	- Can schedule works and follow the schedule. - Can manage common risk for assigned tasks: private issues (health,…), technical issues (lack of experience in assigned fields),…
English	- TOEIC 750

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CURRENT STATUS (1/2)

22G MENTOR – MENTEE TRAINING PLAN

Role	Skill	Current status	Current Level
Engineer for software design	**Software Functional Design**	- Not familiar with Functional Design. - Can not analyze requirement specification to create Functional Design document.	1
	Software Detailed Design	- Can not analyze Functional Design document to create Detailed Design document.	1
Coding engineer (Software)	**Software Coding**	- Can implement source code for simple functions, but not familiar with coding by following design documents.	1
	Readability	- Not follow coding rule: source code can not be read and reused easily.	1

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CURRENT STATUS (2/2)

22G MENTOR – MENTEE TRAINING PLAN

Common Skills	Current status
MCU Architecture	- Not familiar with target MCU of assigned tasks.
Development Process	- Not have knowledge about Development process. - Can not evaluate the results to find weak points.
Communication skill	- Can report status/issues/solutions to teammates, but not clear (lack of information, sentences can make misunderstand).
Management Ability	- Can schedule works and follow the schedule. - Can not manage risk.
English	- TOEIC 660

In current status, I lack of knowledge to adapt requirements of professional work.

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ANALYSIS GAP (1/3)

22G MENTOR – MENTEE TRAINING PLAN

Skill	Requirement (Level 2)	Gap	Root Causes
Software Functional Design	- Finish Functional Design without support.	- Can not analyze requirement to create Functional Design document without support.	- Lack of experience in Functional design.
	- Output can be referred in Detailed Design and Integration Test phase. - Output must follow document rules.	- Output is not clear to be referred in next phases (bad expression).	- Lack of experience in Functional design. - English writing skill is not good.
Software Detailed Design	- Finish Detailed Design without support. - Could analyze and propose solutions to implement methods.	- Can not evaluate the accuracy and effectively of solution for complicated functions. - Can not arrange the work flow of functions.	- Lack of experience in Detailed design. - Not understand related available interfaces and work flow of target object.
	- Output can be referred in coding and U.T. - Output must follow document rules.	- Output is not clear enough to be referred in next phases.	- Lack of experience in Detailed design. - English writing skill is not good.

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ANALYSIS GAP (2/3)

22G MENTOR – MENTEE TRAINING PLAN

Skill	Requirement (Level 2)	Gap	Root Causes
Software Coding	- Finish coding base on Detailed Design without support.	- Not familiar with coding by following documents.	- Not familiar with coding by following document.
Readability	- Output source code could be reused for later development.	- Output source code is not easy to reused and develop.	- Not care about coding rules.

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ANALYSIS GAP (3/3)

22G MENTOR – MENTEE TRAINING PLAN

Common Skills	Target	Gap	Root causes
MCU Architecture	- Can understand architecture of target MCU of assigned tasks.	- Not familiar with target MCU of assigned tasks.	- Lack of experience
Development Process	- Know and can follow Development process. - Can evaluate the results to find and improve weak phase of the process.	- Not know about Development process. - Can not evaluate the results to find and improve weak points.	- Lack of experience
Communication skill	- Can express ideal to others. - Can report status/issues/solutions to teammates.	- The information is not enough and make misunderstanding.	- Lack of experience
Management Ability	- Can schedule works and follow the schedule. - Can manage common risk for assigned tasks	- Can not manage risk for tasks	- Lack of experience
English	- TOEIC 750	- TOEIC 660	- Not spend time to improve English skill.

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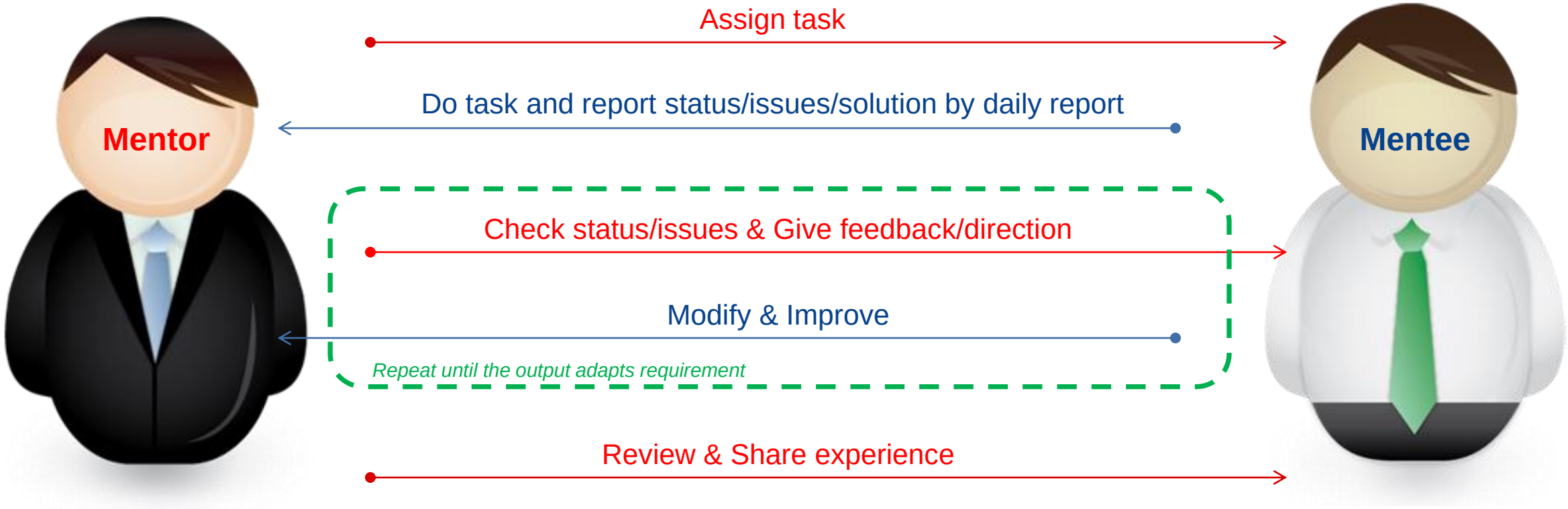
TRAINING PLAN (1/7)

22G MENTOR – MENTEE TRAINING PLAN



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TRAINING PLAN (2/7)

22G MENTOR – MENTEE TRAINING PLAN

Skill	Gap	Action Item		Milestone	Output
		Mentee	Mentor		
Software Functional Design	- Can not analyze requirement to create Functional Design document without support.	- Investigate existing requirement and F.D document. - Do F.D for current tasks (I/O Header, Python Console) from simple to complex. - Propose idea to solve issues with Mentor and find suitable solution base on feedback.	- Provide input documents, confirm understanding of Mentee. - Follow progress, give feedback/direction.	Jul 2017	Function Spec.
	- Output is not clear enough to be referred in next phases.	- Describe clearly relationship between functions and error cases. - Describe clearly limitation and usage notes of functions.			

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TRAINING PLAN (3/7)

22G MENTOR – MENTEE TRAINING PLAN

Skill	Gap	Action Item		Milestone	Output
		Mentee	Mentor		
Software Detailed Design	- Can not evaluate the accuracy and effectively of solution for complicated functions. - Can not arrange the work flow of functions.	- Do D.D for current tasks (I/O Header, Python Console) from simple to complex to gain experience. - Investigate related interfaces and work flow of target object. - Propose solution for problems and improve them base on feedback.	- Provide input documents, development guideline, investigation tips. - Share design tips, techniques. - Follow progress, give feedback & direction.	Jul 2017	Detailed Spec.
	- Output is not clear enough to be referred in next phases.	- Describe clearly usage and work flow of functions. - Describe clearly some notice for implementation.			

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TRAINING PLAN (4/7)

22G MENTOR – MENTEE TRAINING PLAN

Skill	Gap	Action Item		Milestone	Output
		Mentee	Mentor		
Software Coding	- Not familiar with coding by following documents.	- Do coding for CS+ components (Python console, I/O Header tool) by following Design document from simple to complex tasks.	- Provide prototype, sample implementation, coding style & coding rules guideline. - Follow progress, give feedback & direction.	Jan 2017	Source code
Readability	- Output source code is not easy to reused and develop. - Coding without following coding rules.	- Investigate coding rule document to learn and apply rules which is related to current task. - Using some tools which can check coding rule to check the source code.			

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TRAINING PLAN (5/7)

22G MENTOR – MENTEE TRAINING PLAN

Skill	Target	Action Item		Milestone	Output
		Mentee	Mentor		
MCU Architecture	- Can understand architecture of target MCU of assigned tasks.	- Investigate architecture of RL78 and RH850 for current tasks. - Create summary document and show to Mentor.	- Give direction, tips and document source. - Check output and give feedback.	Jul 2017	Summary document
Development Process	- Know and can follow Development Process. - Can evaluate the results to find and improve weak phase of the process.	- Investigate Development process to understand its role and follow it. - Report difficulties and solution while following Dev. Process.			Plan to improve

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TRAINING PLAN (6/7)

22G MENTOR – MENTEE TRAINING PLAN

Skill	Target	Action Item		Milestone	Output
		Mentee	Mentor		
Communication skill	- Can express ideal to others. - Can report status/issues/solutions to teammates.	- Describe from basic to complex information, step by step. Confirm understanding before give more information. - Follow report template and include background to make it's easier to understand for other.	- Share tips and experience.	Jul 2017	N/A
Management Ability	- Can manage common risk for assigned tasks	- Make list of risk, find solution if risk occurs. - Show list to Mentor and modify from feedback.			
English	- TOEIC 750	- Focus on vocabulary and review grammar.			

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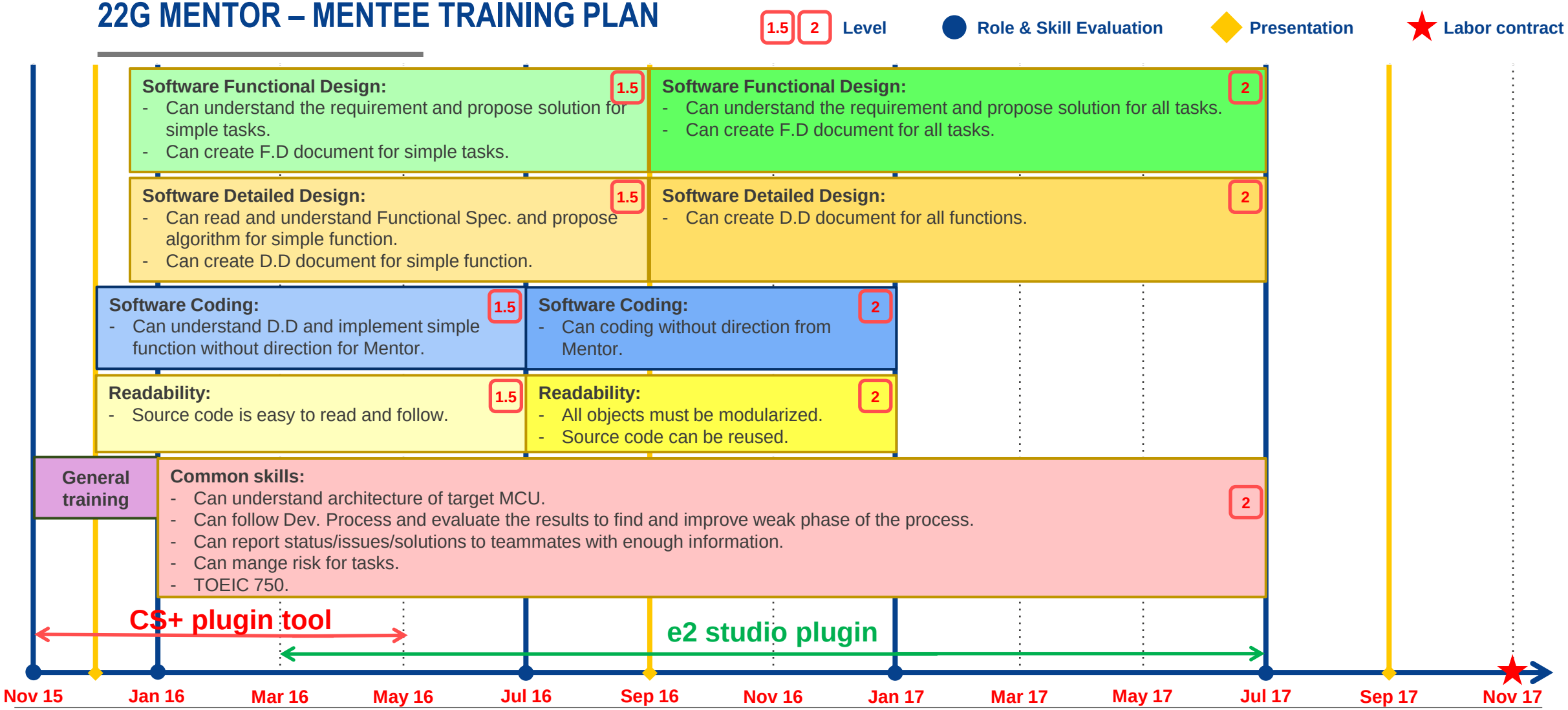
TRAINING PLAN (7/7)

22G MENTOR – MENTEE TRAINING PLAN



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