

Work experience agenda

Day 1: Introduction

- Introductions – name, background (e.g. subjects), reason for doing work experience
 - From us too
 - Get to know your colleagues session – perhaps ask them to give a summary on each other?
 - Ice breaker
- Outline of timeline for the week
- Expectations e.g. camera on, interactivity, give feedback – also what are their expectations? (interactivity), breaks, punctuality
- Intro to data?
- Intro to I&D
- Intro to Capgemini – what we do, values (what do these mean to the students/favourite one)
- What we want them to take away from the work experience/ objective of the week
- Quiz
- First day should help the students get to know each other as much as possible so the rest of the week is more interactive and enjoyable
- Quiz for students to assess themselves and technical understanding for example
- Team-building activity

Day 2 – 4

- Outline the agenda for each day at the start of each day
- Technical elements
 - Topic ideas from bootcamp? **ChatGPT**
 - Data visualization (Tableau)
 - Big Data
 - Machine learning demo?
- Employability workshop
 - Tips
 - LinkedIn, networking, useful websites e.g. <https://www.prospects.ac.uk/>
 - Talk from someone with interesting career – e.g. didn't know what they wanted to do, did something different, career change and now work at Cap
 - Tips when applying for roles e.g. focus on a few companies, do research, fit your experience to the role/company, ask questions in interviews
 - CV tips? - tailor your experience to the role
 - Applications and interviews – remember it's as much for the company to decide if you are the right fit for them as for you to decide if they're the right fit for you
- Group tasks e.g. how can Capgemini improve its recruitment of ... grads, apprentices, use of social media etc. Similar to what we were given in induction week – split cohort into groups and assign them an area for them to come up with solutions and present. Encourage them to ask the other groups questions

- The content of these days will also be dependent on specific topic speakers including DevOps and Climate Fresk as indicated in the 2023 plan

Day 5

- Feedback
- What they've enjoyed, what they've learnt, what could we improve
- Awards e.g. for most interactive, most improved etc