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| **STUDENT:** |  | Kayla Alderman |
| **MENTOR:** |  | Ayana Collins |
| **TITLE:** |  | Using technology to improve an Employee Resource Group’s engagement |
| **COMPANY:** |  | Wells Fargo |
| **CASE STUDY:** |  | Develop or implement current technology in an Employer Resource Network Group |

Please complete the journal information using this form. Please attach documentation to support your entries. Include your case study question where stated.

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| **Week One** | |
| **17th** |  |
| **18th** |  |
| **19th** |  |
| **20th** |  |
| **21st** |  |
| **22nd** |  |

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| **Week Two** | |
| **23rd** |  |
| **24th** |  |
| **25th** | 9:18 AM – I reached out to Ms. Ayana Collins via email to start scheduling our virtual meetings. |
| **26th** |  |
| **27th** | 3:00 PM – Ms. Collins had informed me that she was out of town. We set up a meeting for Tuesday November 1. |
| **28th** |  |
| **29th** |  |

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| **Week Three** | |
| **30th** |  |
| **31st** |  |
| **1st** | 11:00 – 11:30 AM – I met with Ms. Collings through Teams. We had got acquainted with one another. Ms. Collins gave me my case study. I’m to develop or implement current technology in an Employer Resource Network Group. This technology must help improve membership numbers, enhance comradely, and utilize an assessment tool to help board members understand member needs. |
| **2nd** | Today, I start thinking on how to get stated with my case study. I’ve written some ideas that I want to run by Ms. Collins to make sure I’m hitting the points she brought up.  5:00 PM – In class we talked about how the presentation needs to go. There is also a PowerPoint that goes along and needs to have the information for the case study. |
| **3rd** |  |
| **4th** | 11:00 – 11:15 AM – I had another meeting with Ms. Collins. I emailed her my case study ideas so far and await her response. |
| **5th** |  |

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| **Week Four** | |
| **6th** |  |
| **7th** |  |
| **8th** |  |
| **9th** | 11:00 – 11:25 AM – I met with Ms. Collins. She asked me questions about school to get to know me more. Previously, I had emailed her my ideas for the case study so far, and she stated that I’m on the right track. Ms. Collins helped to improve the study by giving me a website to visit. We have set a date for our next meeting and a time for the presentation. |
| **10th** |  |
| **11th** |  |
| **12th** |  |

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| **Week Five** | |
| **13th** | Today, I got started putting together my PowerPoint. Ms. Collins sent me a PowerPoint template that Wells Fargo uses. I transferred my ideas down onto the template. |
| **14th** |  |
| **15th** |  |
| **16th** | Today, I did more with my PowerPoint. I looked up some information to create notes to prepare for my meeting on Friday.  11:00 – 11:25 – I met with Ms. Collins. We had some issues getting on our usual platform, Teams, so we did a phone call instead. She reviewed my PowerPoint and told me things that should change along with slides to include. She also gave me good advice on what can help the presentation. |
| **17th** | Today, I put my finishing touches and changes on the PowerPoint. I also wrote out some notes to talk about so that my presentation can last the entire time. In the morning, I am going to send it to Ms. Collins to look over before the time of my presentation. |
| **18th** | This morning, I sent over my final PowerPoint.  12:00 – 12:30 PM – I had my presentation today. We did run into a few tech issues, but we were able to pull up my PowerPoint from a member’s computer. Though I was nervous it didn’t show which was a great thing. All the feedback I received showed that I was knowledgeable in my findings, and I was able to teach the members a few things. |

**Comments**: