Soft Landing Document

Welcome to Codetrain

1. We would like to welcome you to the Codetrain family, where dreams come true. This document will give you a step by step guide to starting your successful journey as a professional software developer at Codetrain.

Overview of the Program

2. Our program is designed to build up your skills to become a professional software developer with project experience and the ability to analyze and solve problems.
   a. Training Phase – During this period, you participate in class sessions (virtual or in-person), product lectures and soft skills sessions from top professionals in the tech industry.
   b. Mentoring Phase – Successful graduates (students who make the minimum grade) are ushered into the mentoring phase, a free program designed to match graduates with companies for internships and it is an avenue to assist students start their own ventures.
   c. Fellowship Program – After you start your career, Codetrain will continue to support you in any way possible to ensure your success.

3. Virtual Program vs. In-person training in our training hubs – You can opt in for our virtual class or our in-person class at our hubs depending on your location. Both options offer the same teaching quality and our team is always available to assist you irrespective of the option you choose.

The Codetrain Team

Richard, CEO
You can reach out to discuss projects, dreams etc.

Rachel, Programs
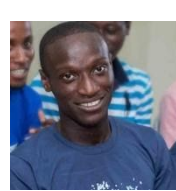Feel free to talk to me about your schedules, fees, events, and admin

Josephine, Admissions
I handle admissions process aand student relations

Zak, Teaching Fellow
I will teach you to build the most beautiful designs

Awal, Teaching Fellow
We are going to have so much fun with mobile apps

Sarso, Teaching Fellow
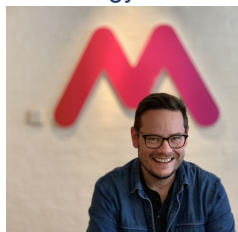I am happy to help you become the best coder you can be

Tony, Teaching Fellow
Tell me what you need to go over and I will teach you

Comfort, Teaching Fellow
You will probably start your first class with me

Some of our Mentors
Global leaders in technology from ex-Sun Microsystems, ex-Amazon, to top CEOs in IT

Class Schedules

4. The class schedules are as follows:

Main class session
   * Weekday students – Tuesdays, 9 am to 12pm GMT
   * Weekend students – Saturdays, 9 am to 12pm GMT

Hub days (get one-on-one help from teachers)
   * All students – Thursdays, 10am to 3pm GMT

Class Structure

5. Here is how our class structure works.

During class

- We require students to be in the hub between the hours of 9 am and 12pm on class days.
- Student will join a class session with teaching fellows to introduce them to new concepts
- Teaching fellows will be fully available during class hours to assist with exercises and answer questions.
- Teaching fellows will still be available on hub days to answer questions on Slack (coding-questions-and-answers channel) during work hours as usual.
- Teaching Fellows will give assignments at the end of every class.

After class

- We require students to work on assignments and submit them 24hrs before the next class begins.

Attendance

- Students will check-in by signing an attendance sheet when class begins and when class ends to be considered as present in class.
- Students who fail to check-in will be considered absent.

Assignment submission

- We require students to submit the previous week's assignment 24 hours before class.
- Students who fail to submit assignment 24hrs before class will not be awarded the points for weekly projects.

Curriculum and Grading System

6. Our practical training curriculum is specially designed to ensure that after completing the program, you meet world class standards. It includes the following key features:

● Forty-four intensive weekly practical class sessions
● Weekly coding projects and assignments to give you hands-on experience as much as possible
● Group problem-solving activities
● Soft skills sessions and tech skills events
● Algorithms and data structures to enhance your problem-solving skills
● Standard mock interview to prepare you for world class opportunities

7. At Codetrain we believe that every student learns differently and at their own pace. Therefore, the purpose of our grading system is to not see who the best student is, but rather to encourage every student to work hard to achieve their milestones. You need to score a minimum of 80 points (out of a total of 100 points awardable to each student) to qualify for the mentoring phase of the program before you can graduate. Below is the breakdown of the points.

● **Class attendance (44 total points)**
  - You are awarded 1 point per each weekly class attendance.
  - If you missed a class, you can contact Rachel to schedule a class to make up for the lost points. This may come at a penalty depending on the situation.

● **Weekly project assignments completion (22 total points)**
  - You are awarded 0.5 point per project completion.
  - You are required to submit your assignment on Slack, 24hrs before the next class.

● **Monthly personal projects (8 total points)**
  - You are awarded 1 point per project completion.
  - Submit your project at the end of the month to your teaching fellow to score a point.

● **The Codetrain Challenge (10 total points)**
  - The challenge is to share your daily progress on any of the social media (Twitter, Facebook, Instagram or LinkedIn) continuously for 100 days using the hashtags *#codetrainChallenge* and *#100DaysOfCode.*
  - A total of 10 points is awarded to each student upon completion.

● **Soft skills and tech skills events (6 total points)**
  - You are awarded 1 point per attendance.
  - We usually have 10 of these sessions annually. You need to attend at least six of them.

● **Standard mock interview (10 total points)**
  - This includes your final project, technical interview and a panel interview.

- You are awarded 10 points for participation. This is to prepare you for global opportunities.

Work Hours and Team Availability

The Codetrain team is available during work hours on Monday, Tuesday, Wednesday, Thursday and Saturday between the hours of 9am to 4pm GMT. Please note that we are not open on Fridays.

Class Schedules For In-Person

Class schedules are as follows for students who will come to our hubs for in-person training:

Main class session
  * Weekday students – Tuesdays, 9 am to 12pm GMT
  * Weekend students – Saturdays, 9 am to 12pm GMT

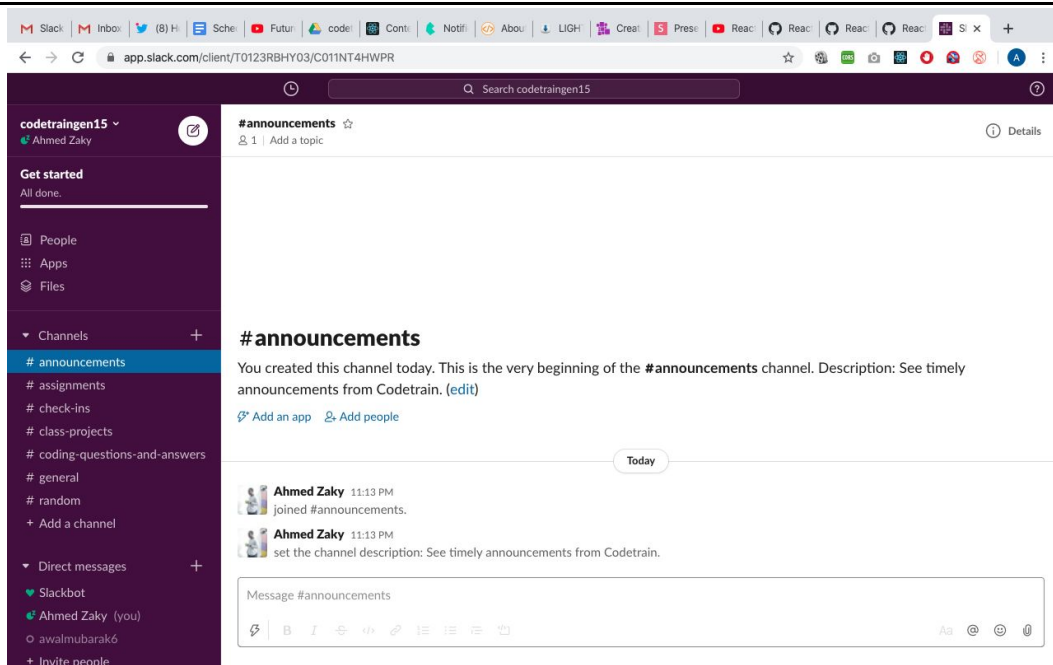**Hub days (get one-on-one help from teachers) -**
  * Weekday students – Thursdays, 10am to 4pm GMT

Setup and Onboarding

We use the Codetrain Skills Manager, Slack, Zoom and a couple of other tools to enhance your smooth learning experience. You'll probably continue to use most of these tools in your professional career after Codetrain so it's important you get accustomed to them now. Alright, let's get you all set up and ready.
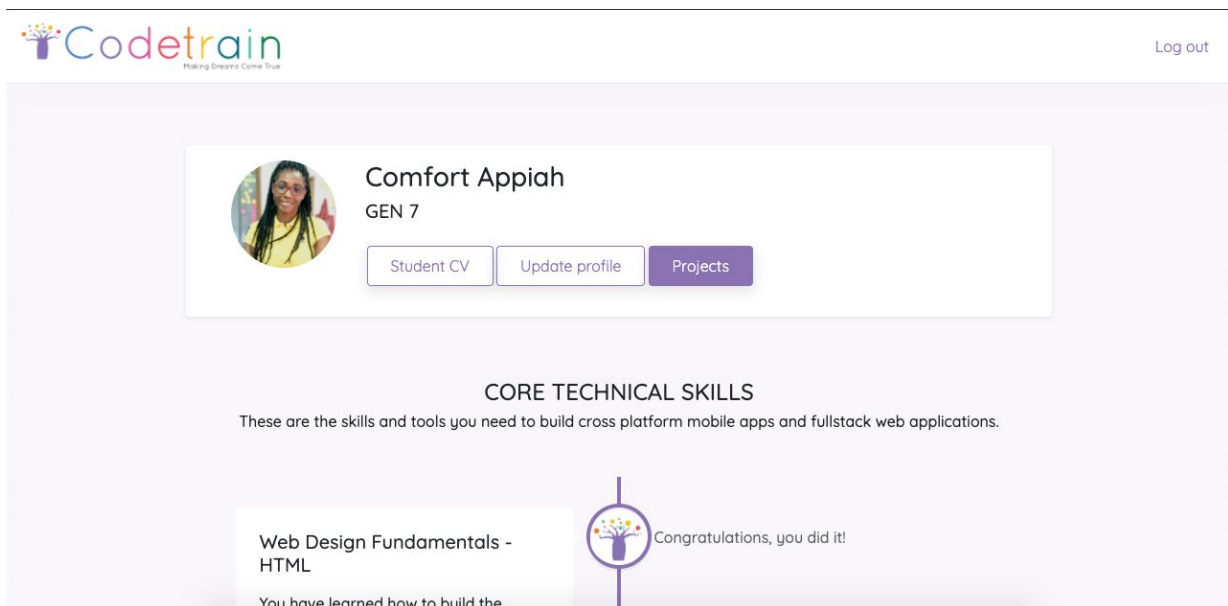
Slack

I.   You will receive an invitation to Slack through the email you provided on your registration form. In this email, click on the "Join Now" button and follow the steps to complete your Slack registration.
II. Once you've successfully registered to the Slack workspace, you should be logged into an interface similar to the image below.

III.   You'll see a couple of channels on the sidebar to the left, introducing yourself to the rest of the family in the "random" channel. That's it for Slack!

Codetrain Skills Manager

The Skills Manager App helps to facilitate the training programme. It's a web app that displays a lesson tracker, a project tracker and a CV builder— these serve to track your progress and deliver you a custom made CV at the end of your Codetrain experience. The app details the year-long journey at a glance. You get to know the specific skills you would have learnt before you graduate from the program and have control over your learning path.

I. You will receive a link on slack to sign up to the codetrain skills manager. Click on the link and fill the sign up form. Make sure you enter your valid student ID Number provided to you by codetrain. If you haven't received your student ID yet, contact any codetrain staff to assist you.

II. After signing up, you will be redirected to your codetrain skills hub dashboard where you can see all the skills you're yet to learn and can also submit projects that you work on.

Zoom

I. You can always use Zoom from your browser so won't need to install Zoom. However, if you still want to install it, you can head over to https://zoom.us/download to download and install.

II. Your teaching fellows will send you a link on Slack prior to every Zoom session you're going to have.

If you encounter any challenges setting up any of these, please feel free to reach out for help. We will be happy to assist you.

CODETRAIN'S GLOBAL NETWORK OF MENTORS