



▲ Instructions



How to Edit

Click [Edit This Slide](#) in the plugin to make changes.

Don't have the Nearpod add-on? Open the "Add-ons" menu in Google Slides to install.



DATA TECHNICIAN

Portfolio Build: GitHub
-DAY 1-



Just IT
B2W group

Apprenticeships | Training | Recruitment

OBJECTIVES -DAY 1

- **Intent:**

Understand what GitHub is, its features, functions and benefits. Understand how GitHub can be used for a portfolio showcase and implement your new knowledge by building a portfolio of work on GitHub.

- **Implementation:**

Delivered using practical labs. Concepts explained through examples and exercises/quizzes

- **Impact:**

Gain the skills and confidence needed to understand data analysis processes and their types , preparing for more advanced studies or real-world applications. The impact measured through in-class mini-projects, labs & Quiz

Classroom Expectations

**BE PREPARED, BE PROFESSIONAL,
BE READY TO LEARN!**

01

CAMERAS ON



Cameras should be switched on with an appropriate background, and with you visible at your screen. If you have technical/ personal difficulties, inform your tutor.

02

MICS ON MUTE



Place your mics on mute unless asking or answering a question. Use the 'raise hand' function in MS teams to gain attention.



03

APPROPRIATE LANGUAGE USED



Use appropriate and professional language at all times.

04

BE READY



Be focused, ensuring you all have all equipment ready and a drink by your side. Be prepared to learn without interruption.

05

ENGAGE - TAKE NOTES AND ASK QUESTIONS!

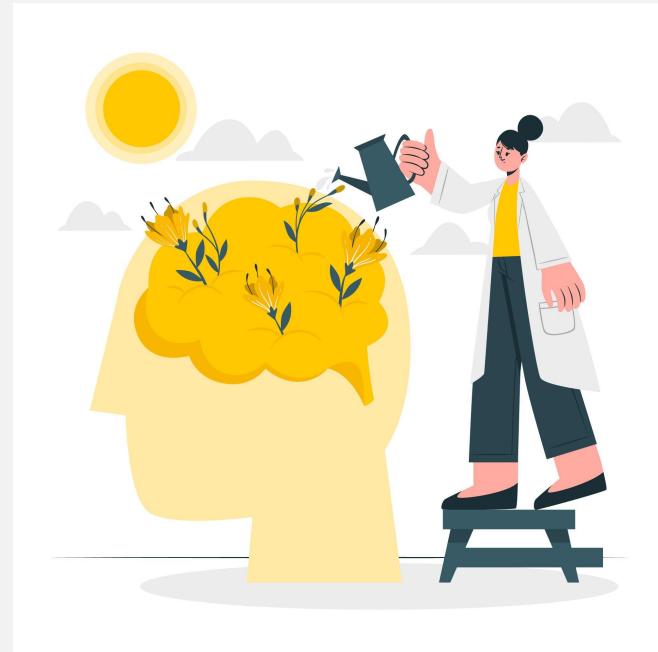
Take notes throughout your session, ask questions and support each other.
Help create a positive learning environment for everyone.



YOUR TRAINER

Trainer: Dan Petrusow

Contact: Danpe@justit.co.uk



Safeguarding Contact: besafe@justit.co.uk

TRAINING SCHEDULE

- You will attend 6 technical workshop weeks
 - Monday - Thursday 09:30 - 16:30
 - 2x 15-minute brakes and 1x 1-hour lunch
 - Fridays are project delivery days
 - Week with trainer, then a week with Career Support
-
1. Introduction to Data & Excel
 2. Introduction to Tableau & Power BI
 3. Introduction to Database design & SQL
 4. Fundamentals of Microsoft Azure
 5. Introduction to Python
 6. Consolidation-GitHub Portfolio

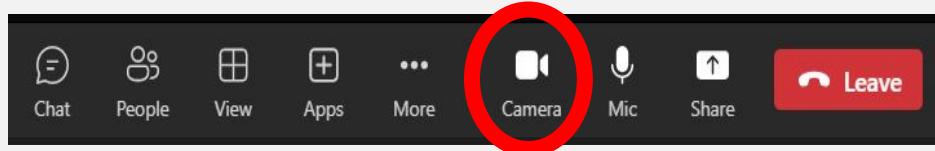


CAMERA EXPECTATIONS

Before we start... Please have your camera switched on.

This is a mandatory requirement for the duration of the course.

- We have a duty of care to ensure you are in a safe learning environment.
- Our job is to prepare you for work in an age where in almost any job there is likely to be at least some aspect of remote engagement with your employer.
- Online learning is to be treated the same way as a classroom learning, you must be physically visible to interact with your tutor and other learners in order to create an engaging group dynamic.



Safeguarding Contact: besafe@justit.co.uk

SAFEGUARDING & PREVENT

Out of normal working times please refer to our website <https://www.justit.co.uk/safeguarding/> for sources of information and support or contact the following agencies for immediate help.

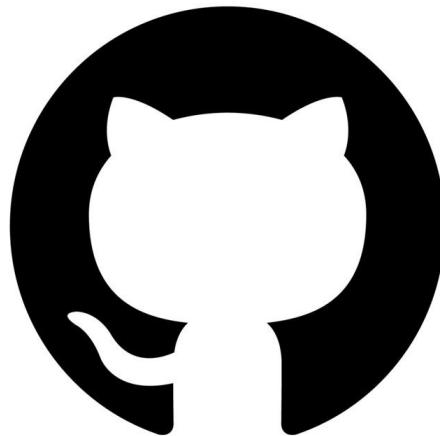
- The Samaritans <https://www.samaritans.org/how-we-can-help/contact-samaritan/>
- Mind <https://www.mind.org.uk/information-support/>
- Local authority support
<https://www.gov.uk/find-a-community-support-group-or-organisation>
- Anxiety UK <https://www.anxietyuk.org.uk/>
- Women's Aid <https://www.womensaid.org.uk/information-support/>
- Andy's Man Club <https://andysmanclub.co.uk/>

Safeguarding Contact: besafe@justit.co.uk

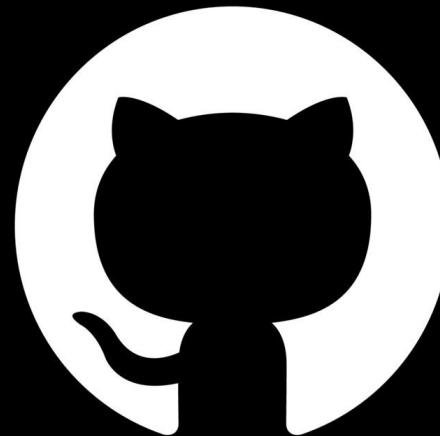
WHAT'S THE PURPOSE OF THIS WEEK?

- To further develop your confidence and knowledge to showcase all the wonderful skills you've developed over the last 6-weeks.
- To reflect on your learning and create a 5-minute presentation for your graduation
 - The 5-minutes can be delivered through PowerPoint or simply sharing your screen on Tableau, SQLWorkbench or Google Sites.
 - Additionally, create a portfolio of work to support your job outcomes

PORTFOLIOS & GITHUB



GitHub



GitHub



Collaborate Board



▲ Instructions



How to Edit

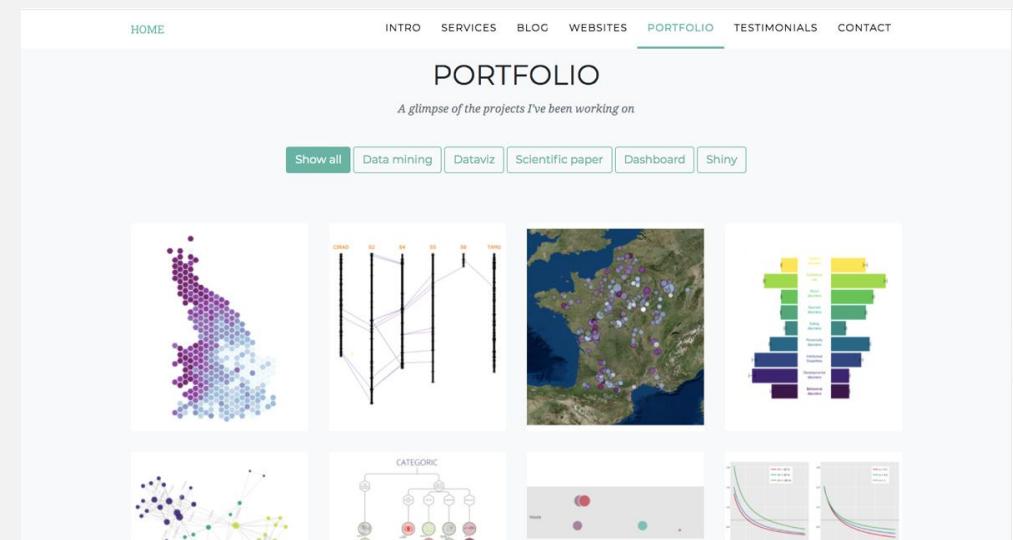
Click [Edit This Slide](#) in the plugin to make changes.

Don't have the Nearpod add-on? Open the "Add-ons" menu in Google Slides to install.



WHAT IS A PORTFOLIO?

- A collection of materials that exemplifies your skills, qualifications, education, training and experiences.
- It provides insight into your personality and work ethic.
- It is a great way to steer the conversation during an interview by highlighting your strengths.



WHAT MAKES A GOOD PORTFOLIO?

- A minimum of 10 projects.
- The size of your project depends on the data that you are working with.
- Have a clear summary of your project.
- Always mention the source of the data.
- Note down the different techniques you tested to fix the problem, even if they didn't work.
This shows how much effort you put in.



WHAT PROJECTS SHOULD I INCLUDE?

- Anything that...
 - Highlights your ability to clean datasets thoroughly
 - Run different types of analysis
 - Be able to visualise your findings
 - Be able to explain complex findings in a user-friendly way



WHAT PROJECTS SHOULD I INCLUDE?

- Highlight your ability to work as part of a team—consider including your group projects
- Address challenges you resolved that speak directly to your personal interests
- Highlight skills you've mastered that will help you to stand out as a data analyst
- Reflect on your skills - technical skills are great, but so are soft skills and culture fits





Collaborate Board

▲ Instructions



How to Edit

Click [Edit This Slide](#) in the plugin to make changes.

Don't have the Nearpod add-on? Open the "Add-ons" menu in Google Slides to install.



WHAT IS GITHUB?

- GitHub is a code hosting platform for version control, collaboration and portfolios
- It lets you and others work together on projects from anywhere- but also showcase these projects
- GitHub has **repositories, branches, commits, and pull requests.**
- You will use GitHub for your portfolio by creating repositories.



WHY USE GITHUB?

Employers search for impressive repos on GitHub

Easy way to store and share your projects as you can update them anytime

Great visibility if you connect it to LinkedIn and other profiles

Fantastic networking tool



Video



What is GitHub?

How to Edit

Click [Edit This Slide](#) in the plugin to make changes.

Don't have the Nearpod add-on? Open the "Add-ons" menu in Google Slides to install.



TEMPLATE FOR A CODED PROJECT

Dataset

Sourcecode
(EDA)

README.md

License
(optional)

1. Create a folder for the dataset and upload it to your repo.
2. Then upload your R script in which you did your EDA.
3. Create the README.md
4. Finally, select a license for your project (optional)

TEMPLATE FOR A VISUALISATION PROJECT

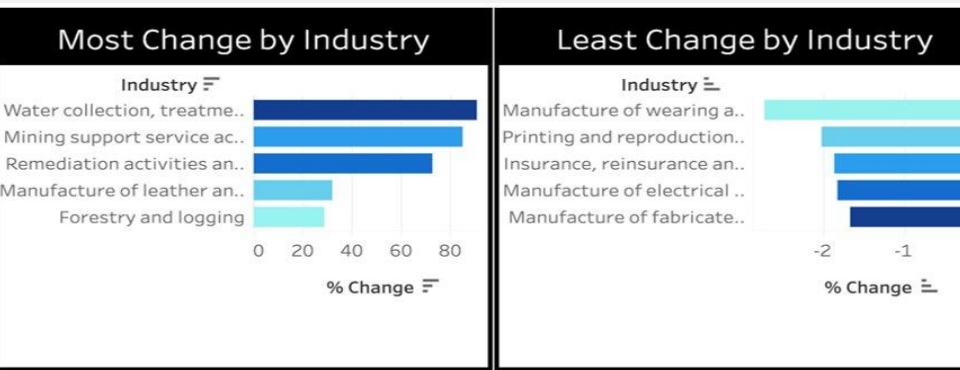
Dataset

README.md

License
(optional)

1. Create a folder for the dataset and upload it to your repo.
3. Create the README.md ([Add the link to your Tableau or PowerBI dashboard here. Additionally, add a screenshot of your dashboard.](#))
4. Finally, select a license for your project (optional)

EXAMPLE READ.ME FILE



Safeguarding Contact: besafe@justit.co.uk

Data-Visualisation-with-Power-BI-

Aim: To analyze the performance of Hollywood movies

Data: Title, genre, studio, profitability and ratings for movies released 2007-2012.

Source

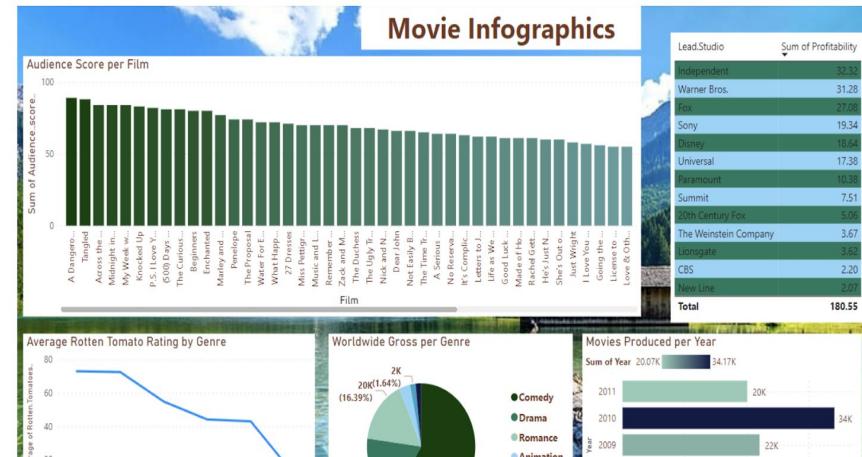
[Download link](#)

Using a dataset that I previously cleaned using RStudio, I created a dashboard as per the using the below parameters:

1. The average Rotten Tomato rating of each genre.
2. The number of movie produced per year.
3. The Audience Score for each film.
4. Profitability per studio.
5. The World Wide Gross per Genre

I also created an additional dashboard that looked at the top performers across the data.

[Link to Power Bi Dashboard](#)





Video

20K+ Views



**BUILD
DATA
Analytics
PORTFOLIO**

 GitHub

How to Edit

Click [Edit This Slide](#) in the plugin to make changes.

Don't have the Nearpod add-on? Open the "Add-ons" menu in Google Slides to install.



✓ Quiz

- A. To share code and collaborate on projects with version control
- B. To perform data cleaning tasks directly on GitHub
- C. To visualise data using in-built charting tools
- D. To automate data imports and exports

How to Edit

Click [Edit This Slide](#) in the plugin to make changes.

Don't have the Nearpod add-on? Open the "Add-ons" menu in Google Slides to install.



GITHUB DEMO - SIGNING UP

Welcome to GitHub!
Let's begin the adventure

Enter your email*

✓ youremailaddress@gmail.com

Create a password*

✓*

Enter a username*

→ SomethingProfessionalForYourPortfolio

Continue

Welcome to GitHub!
Let's begin the adventure

Verify your account

Use the arrows to rotate the object to face in the direction of the hand. (1 of 1)



Submit



GITHUB DEMO - SIGNING UP



Here's your GitHub launch code!



Continue signing up for GitHub by entering the code below:

81950327

[Open GitHub](#)

Once completed, you can start using all of GitHub's features to explore, build, and share projects.

You're almost done!
We sent a launch code to [@justit.co.uk](#)

→ Enter code*

Safeguarding Contact: besafe@justit.co.uk

GITHUB DEMO - DASHBOARD

Dashboard

Create your first project

Ready to start building? Create a repository for a new idea or bring over an existing repository to keep contributing to it.

[Create repository](#) [Import repository](#)

Home

Start writing code

Start a new repository for DanPetJustIT

A repository contains all of your project's files, revision history, and collaborator discussion.

Repository name *

name your new repository...

Public
Anyone on the internet can see this repository

Private
You choose who can see and commit to this repository

[Create a new repository](#)

Send feedback [Filter](#)

Introduce yourself with a profile README

Share information about yourself by creating a profile README, which appears at the top of your profile page.

DanPetJustIT / README.md [Create](#)

1 - 🌟 Hi, I'm @DanPetJustIT
2 - 🚀 I'm interested in ...
3 - 📚 I'm currently learning ...
4 - ❤️ I'm looking to collaborate on ...
5 - 🤝 How to reach me ...
6 - 🎭 Pronouns: ...
7 - 🎉 Fun fact: ...
8

Explore repositories

[knative-extensions / eventing-kafka-broker](#) [star](#)
Alternate Kafka Broker implementation.
21.7k [Go](#)

[authelia / authelia](#) [star](#)
The Single Sign-On Multi-Factor portal for web apps
21.7k [Go](#)

[Perl / perl5](#) [star](#)
The Perl programming language
2k [Perl](#)

[Explore more →](#)

Use tools of the trade

Simplify your development workflow with a GUI

Install GitHub Desktop to visualize, commit, and push changes without ever touching the command line.

Get AI-based coding suggestions

Try GitHub Copilot free for 30 days, which suggests entire functions in real time, right from your editor.

Get started on GitHub

Follow this exercise to try the GitHub flow

GitHub's "Hello World" tutorial teaches you essentials, where you create your own repository and learn GitHub's pull request workflow for creating and reviewing code.

Safeguarding Contact: besafe@justit.co.uk

GITHUB DEMO - README.MD

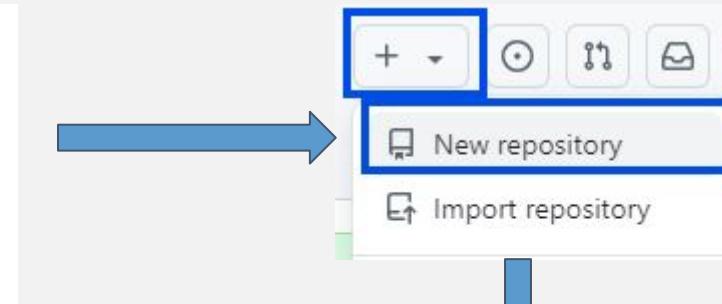
Introduce yourself with a profile README

Share information about yourself by creating a profile README, which appears at the top of your profile page.

DanPetJustIT / README.md

Create

- 1 - 🌟 Hi, I'm @DanPetJustIT
- 2 - 🛠️ I'm interested in ...
- 3 - 🌱 I'm currently learning ...
- 4 - ❤️ I'm looking to collaborate on ...
- 5 - 💬 How to reach me ...
- 6 - 😊 Pronouns: ...
- 7 - 🔥 Fun fact: ...
- 8



Create a new repository

A repository contains all project files, including the revision history. Already have a project repository elsewhere? [Import a repository.](#)

Required fields are marked with an asterisk (*).

Owner * Repository name *

DanPetJustIT / DanPetJustIT2025

DanPetJustIT2025 is available.

Great repository names are short and memorable. Need inspiration? How about [silver-doodle](#) ?

GITHUB DEMO - README.MD



Set up GitHub Copilot

Use GitHub's AI pair programmer to autocomplete suggestions as you code.

[Get started with GitHub Copilot](#)



Add collaborators to this repository

Search for people using their GitHub username or email address.

[Invite collaborators](#)

Quick setup — if you've done this kind of thing before

[Set up in Desktop](#)

or

[HTTPS](#)

[SSH](#)

<https://github.com/DanPetJustIT/DanPetJustIT2025.git>



Get started by [creating a new file](#) or [uploading an existing file](#). We recommend every repository include a [README](#), [LICENSE](#), and [.gitignore](#).

Safeguarding Contact: besafe@justit.co.uk

GITHUB DEMO - README.MD

Safeguarding Contact: besafe@justit.co.uk

DanPetJustIT2025 / README.md in main

Cancel changes Commit changes...

Edit Preview Code 55% faster with GitHub Copilot Spaces 2 No wrap

```
1 # DanPetJustIT2025
```

ProfileMe.dev

Introduction

Introduce yourself. Tell visitors about you and who you are.

Hi! My name is Your JustIT Trainer

Next section >

PREVIEW MARKDOWN

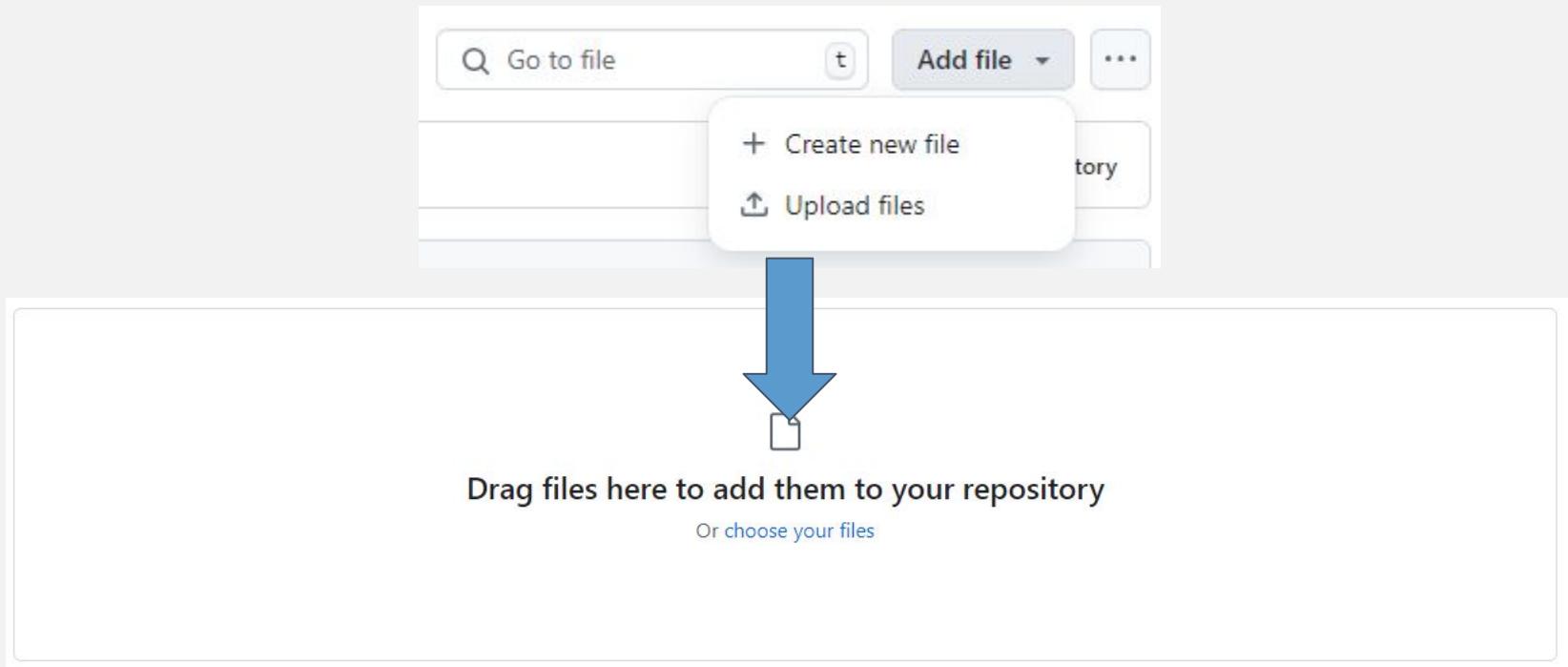
Hi! MY NAME IS:
Your JustIT Trainer

WAVING HAND ANIMATION?
No

Commit changes...

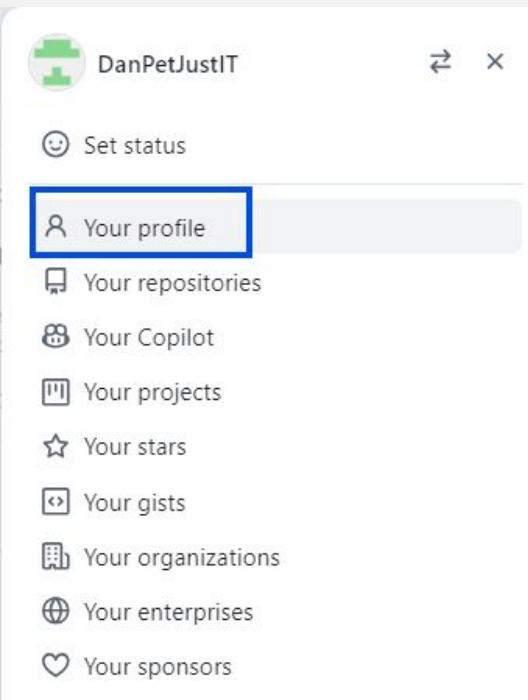
The image shows a GitHub commit interface for a file named 'README.md'. At the top, there's a header with the repository name 'DanPetJustIT2025' and the file name 'README.md' in a dropdown menu. Below the header are standard GitHub commit controls: 'Edit', 'Preview', and a link to 'Code 55% faster with GitHub Copilot'. To the right are settings for 'Spaces', '2', and 'No wrap'. The main content area contains a single line of Markdown: '# DanPetJustIT2025'. Below the code, there's a section titled 'ProfileMe.dev' with a sub-section 'Introduction'. The introduction text is 'Introduce yourself. Tell visitors about you and who you are.' followed by a placeholder 'Hi! My name is Your JustIT Trainer'. There are two input fields: one for 'Hi! MY NAME IS:' containing 'Your JustIT Trainer' and another for 'WAVING HAND ANIMATION?' containing 'No'. At the bottom right is a large green 'Commit changes...' button. Two blue arrows are overlaid on the image: one pointing down from the top edge towards the bottom right, and another pointing down from the 'MARKDOWN' button towards the 'Commit changes...' button.

GITHUB DEMO - ADDING FILES

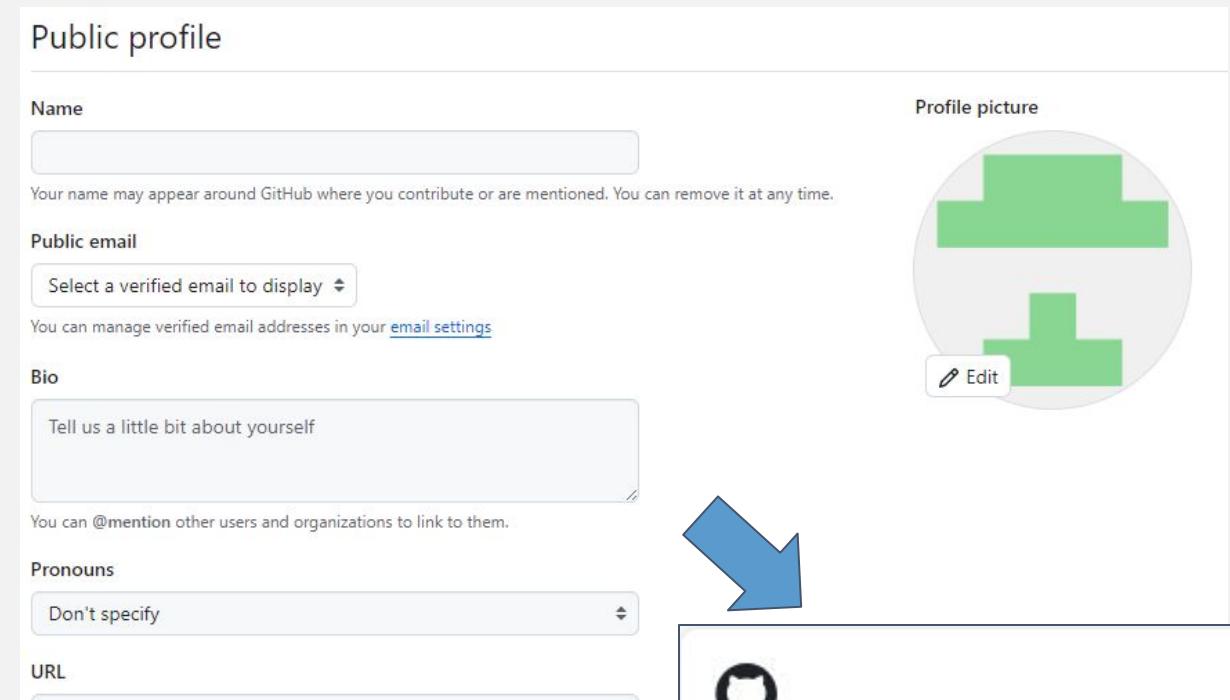


Safeguarding Contact: besafe@justit.co.uk

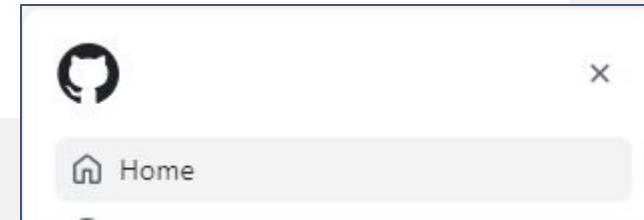
GITHUB DEMO - UPDATE YOUR PHOTO



A screenshot of the GitHub sidebar menu. At the top is a user icon for 'DanPetJustIT'. Below it are several menu items with icons: 'Set status' (smiley face), 'Your profile' (person icon, highlighted with a blue border), 'Your repositories' (repo icon), 'Your Copilot' (robot icon), 'Your projects' (chart icon), 'Your stars' (star icon), 'Your gists' (globe icon), 'Your organizations' (building icon), 'Your enterprises' (globe icon), and 'Your sponsors' (heart icon).



A screenshot of the GitHub Public profile page for 'DanPetJustIT'. The page title is 'Public profile'. It includes fields for 'Name' (empty input field), 'Public email' (dropdown menu 'Select a verified email to display'), 'Bio' (text area 'Tell us a little bit about yourself'), 'Pronouns' (dropdown menu 'Don't specify'), and 'URL' (empty input field). To the right is a 'Profile picture' section showing a placeholder image of a green plus sign on a white background, with an 'Edit' button. A large blue arrow points from the bottom of the sidebar menu towards the 'Edit' button.



A screenshot of the GitHub Home screen. It features the GitHub logo, a 'Home' button with a house icon, and a close ('X') button.

Safeguarding Contact: besafe@justit.co.uk

YOUR TURN ... BUILD SOMETHING OF BEAUTY!

In your breakout rooms, implement the GitHub skills developed today:

- Create a GitHub account and [profile](#)
- Create a [Readme](#)
- Add some of your projects
- Add a theme to your GitHub [profile](#)
- Get everything possible and relevant onto your GitHub account

When complete:

- **Support your peers**
- **Complete any workbook activities from the previous week if not done so already**
- **Analyse additional data sets found [here](#)**
- **Download and analyse a data set from [Kaggle](#)**

OBJECTIVES -DAY 1 RECAP

- **Intent:**

Understand what GitHub is, its features, functions and benefits. Understand how GitHub can be used for a portfolio showcase and implement your new knowledge by building a portfolio of work on GitHub.

- **Implementation:**

Delivered using practical labs. Concepts explained through examples and exercises/quizzes

- **Impact:**

Gain the skills and confidence needed to understand data analysis processes and their types , preparing for more advanced studies or real-world applications. The impact measured through in-class mini-projects, labs & Quiz



Collaborate Board



▲ Instructions



How to Edit

Click [Edit This Slide](#) in the plugin to make changes.

Don't have the Nearpod add-on? Open the "Add-ons" menu in Google Slides to install.



OBJECTIVES - DAY 2

- **Intent:**

Understand what Google Sites is, its features, functions and benefits. Understand how Google Sites can be used for a portfolio showcase, and be able to demonstrate your skills by creating your own Google Sites webpage to support your portfolio build.

- **Implementation:**

Delivered using practical labs. Concepts explained through examples and exercises/quizzes

- **Impact:**

Gain the skills and confidence needed to understand data analysis processes and their types , preparing for more advanced studies or real-world applications. The impact measured through in-class mini-projects, labs & Quiz