

Informatics Institute of Technology

Department of Computing

ECSC410: Communication and Career Management for Computer Scientist and Software Engineers

Coursework – Portfolio

Module Leaders: Ms. Shyani Siriwardene

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Acknowledgement

I like to thank our Communication and Career Management for Computer Scientists and Software Engineers module leader, Ms. Shyani Siriwardene, for providing us with the knowledge and guiding us through; to complete this Coursework – Portfolio. We can say firmly with zero doubt that this report has immensely helped us to improve our knowledge regarding the subject.

Introduction

The Coursework on Portfolio was assigned to us by Ms. Shyani Siriwardene as an assignment on the module Communication and Career Management for Computer Scientists and Software Engineers. The purpose of this assignment is to create a portfolio and write a report within a given topic.

This report was done by Pasindu Purna Uduwila Arachchi (2014038)

Personal Development Planning

i. The PDP grid

5 = fully proficient, 1 = serious lack/no experiences at all

1. INFORMATION SEEKING AND PROCESSING SKILLS	2. ANALYTICAL SKILLS	3. SELF-MANAGEMENT SKILLS	4. COMMUNICATION SKILLS	5. INTERPERSONAL SKILLS
Library research Able to locate and access appropriate periodicals, websites, books and other references for the task at hand. 5 4 3 2 1	Problem solving Able to negotiate obstacles in pursuing an objective and develop effective strategies for overcoming them. 5 4 3 2 1	Reflection on learning Able to stand back, review an activity or task, capture its essence and draw meaningful conclusions from it. 5 4 3 2 1	Written materials Able to construct grammatically correct and well written/spelt essays and reports, using the most appropriate style for the purpose. 5 4 3 2 1	Groupwork/Teamwork Able to cooperate with others, make a variety of contributions to help the group achieve its goal. 5 4 3 2 1
Reading skills Identify relevant articles/chapters in books etc. to draw together the required information from a variety of sources 5 4 3 2 1	Critical thinking Consider issues from a range of perspectives and draw upon appropriate concepts and values in arriving at a critical assessment. 5 4 3 2 1	Self awareness/Assessment Able to evaluate own strengths, values, weaknesses, progress and future learning objectives. 5 4 3 2 1	Oral/Visual presentations Able to distil information, present ideas to an audience using visual aids and answer questions to defend a case. 5 4 3 2 1	Understanding/Tolerance of others Recognise and accommodate the fact that others have different needs, feelings and/or behaviour. 5 4 3 2 1
Synthesis of data Having located relevant information from a variety of sources, to bring it together and present in a coherent argument. 5 4 3 2 1	Decision making Able to decide on most appropriate actions for the task at hand through critical evaluation; able to justify own decisions. 5 4 3 2 1	Action planning Able to plan, set and meet own objectives and make decisions starting from a variety of possible options. 5 4 3 2 1	Active listening Open and able to hear and understand verbal messages without prejudice or assumptions 5 4 3 2 1	Negotiation Ability to know what is wanted, to negotiate assertively (not aggressively) and to come to a mutually agreed outcome. 5 4 3 2 1
Note taking Able to make precise, reliable notes from a variety of sources which are relevant to the task at hand. 5 4 3 2 1		Time management Able to prioritise tasks, manage and achieve results on time and within budget and/or other constraints. 5 4 3 2 1	IT skills Able to use computer applications to the level required and appropriate to the problem in hand. 5 4 3 2 1	Leadership Able to manage, guide or facilitate a group to maximise its success and the contribution of all participants. 5 4 3 2 1
		Independence Able to initiate activities and/or identify tasks without prompting from others and to work independently without supervision. 5 4 3 2 1		Peer assessment Able to give constructive feedback to student peers and to receive/ accept similar from them. 5 4 3 2 1

ii. My University performance and achievements to-date

As Software Engineering Student it is been a three month of my university life and this is my first semester. For this semester I am doing four core modules. They are Software Development Principle 01, Information and Data Modeling, Computer System Fundamentals and Communication and learning Skills. Regarding these modules, we have to have ethical thinking knowledge to perform well. In my point all the lectures, tutorials, self-studies, home works and assignments are very important to achieve our university goals. So I have done with that all the tutorials and home works without any doubts. But I think I have to improve more and do more exercise. So I am satisfied with my current university performance because I learnt lot of things within these three months.

iii. How my research skills have improved

As a Student we have to do lot of research to improve our knowledge and to achieve our university goals. Researching is a very Important. Student with a researching skills has a talent to get information without any doubt. So since I am join my university I have to do lot of research to do my home works, tutorial and course works. At university lecturers always taught us something new and something important to our student life. In my university life Internet is a most important source for research. When I am doing my coding or something I refer Internet or something provable. During the lectures module leaders and tutors also taught us how to research in internet and how to get information via internet. In Communication and Learning Skills module I did a presentation within given topic and it was a group presentation and we have to do research and gather information, analyze that information and present it. It really sharps our research skills and it is important to our student life. During the final coursework I had lot of research skills to do my coursework properly. Finally, I can say I improve my research skills which we get from this communication module and I am happy about my research skills

iv. My Personal Profile

In School life, I did many extracurricular activities with my colleagues as well as academic work. As extracurricular activities, I am the president of “Parisara Niyamu Bata” team from 2007 to 2011 and I joined some clubs that can help for improve personal skills. Within that presidency I had a chance to get lot of experience about leadership and I had a chance to improve my leadership skills. After left school I did Diploma in Information Technology and Diploma in Web Engineering. Those courses really helped me to decide my future.

I joined Informatics Institute of Technology in 2014 to do Foundation during that period I did extra works at IIT. I was joined AIESEC-IIT and we did a project called Y.E.P.2.0 and I am the one of organizing committee member. I completed my foundation program successfully and I joined degree programs. So I am still doing first semester in level 4. After joined degree program I joined RCIIT also. Those clubs are really helping me to get to know new friends from different cultures. I am planning to do my best in level 4 and join level 5. In that level I also planning to do my best and do some study based activities like Imagine cup and many other competitions.

When I am at placement year I would like to work in good company as a trainee because that 12 months are most useful to complete degree program. In my final year I would like to do a best project. These days I am doing lot of self-studies to improve my skills related to subjects and to make my studies easier.

v. *How I improved my CV*

In School life I didn't think about my CV but when I enrolled my higher education I think about that and now I work on that but when I realized I did some extra activities in my school period those are I put on my personal profile. So I can add those things to my CV like president of "Parisara Bata Niyamu" team and also I am member of organizing committee of School centaury ceremony. Also I am a member of school first aid unit. Also I had a good character in my school period.

Before join to IIT, I did a diploma in Esoft and their also I did extra works and I had good character certificate and valid certifications. Also I improved some skills in that time. In my IIT life I am doing various extra activities to improve my skills and to get some points to add my CV. To fulfil the main part of the main part of the CV I have to do my studies well and get proper marks to modules.

According to my new target I'm supposed to achieve during my university there are so many improvements that I have to make correctly. I have to make a communication skill, leadership skills, group working, decision making, active participation. Time management and other examples. So finally I have an idea about to make a best CV.

iv. Report writing skills

How social media networks have affected the way we communicate?

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Introduction

Our main topic was “How Social Media Networks have affected the way we communicate by Miss. Shyani Siriwardane and the oral presentation was held on 11th of December 2015. We were researching about how people used to communicate in the past, how people communicate now, how people communicate in the future, advantages, disadvantages and those methods have affected the way we communicate.

Each group member got a subtopic and my subtopic was Communication in the Past. My main source of information was internet.

Literature review

Report 01 summary

In the past, people used smoke signals as a type of communication; however, smoke signals could only send a few messages. Therefore, people changed smoke signals for letter writing. People wrote letters to communicate with friends and family separated by distance because it was the only way to communicate with people who separated by distance. It was the only way to communicate with long distance. In 1990 telegraph was invented by Samuel Morse. Telegraph system was a form of communication that transmitted electric signals. He used a set of signals that could represent language in telegraph messages known as Morse code.

Reference:

imagcwp journal. [ONLINE] Available at: <https://imagcwp.wordpress.com/2012/05/01/communication-technology-from-the-past-the-present-and-the-future-hollycurtis-paper1-3/>. [Accessed 14 December 2015].

Report 02 summary

With any language any message, no matter how it complex, can be conveyed among people over a limited distance. The sending of written messages is a reputed feature of government in early civilizations. In the ancient world most efficient postal service is that of the Persians. There is great advantage to a ruler who can send or receive a message quicker than his rivals. Much of our knowledge of those times derives from archives of some messages. Domesticated pigeons are first developed in the Egypt, and the pigeon loft or dovecote subsequently becomes a living larder for many communities.

Reference:

HISTORY OF COMMUNICATION. 2015. HISTORY OF COMMUNICATION. [ONLINE] Available at: <http://www.historyworld.net/wrldhis/PlainTextHistories.asp?historyid=aa93>. [Accessed 14 December 2015].

Report 03 summary

The process of communication has changed according to the changes in human beings living conditions and all other circumstances such as technological developments. In the past, smoke was used as a type of communication from one mountain to another. Carrier pigeon was another way of communication to send messages further away. The pigeon was trained for those communication method of letter carrying. The letter, which was replaced with fax and e-mail consecutively, used to be a common types of communication as well. Today, we use telephones, mobiles, text messages, emails, skype as oral and literal ways of communication. The communication technology has been changing to match our needs.

Reference:

The Means Of Communication in the Past, Today and the Future - kubrayelkenci - Blogcu.com. [ONLINE] Available at: <http://kubrayelkenci.blogcu.com/the-means-of-communication-in-the-past-today-and-the-future/2631963>. [Accessed 14 December 2015].

Report 04 summary

In The China printing was invented with blocks in the 6th century but the first known printed book was the Diamond Sutra of 686. Beginning there was only one television channel in Britain but between 1955 and 1957 the ITV companies began broadcasting. The first means of communication was, of course, the human voice but in Iraq writing was invented. The first most successful daily newspaper in Britain was printed in 1702. In Europe Johannes Gutenberg invented the printing press in the 15th century, which made books much cheaper and allowed newspapers to be invented. In 1876 Alexander Graham Bell, invented the telephone. Communication improve in 20th century.

Reference:

A History of Communication. 2015. A History of Communication. [ONLINE]
Available at:<http://www.localhistories.org/communications.html>. [Accessed 14 December 2015].

Report 05 summary

Use of wood as a writing medium was confined to temporary purposes and not many such tablets have survived through antiquity, as the climate in most countries is not conducive to their protection. Writing Materials Developed the cleverness of humans to record their successes, others failures and even the most universal business exchanges can all be found in the ancient record. Ancient writing was on primitive materials but writing developed so technology followed with fired clay tablets and parchment. Sherds were a better source of writing material but it is certain that they were never intended to be a lasting, permanent record. Wax an extremely local method of writing was to scratch the record onto wax tablets.

Reference:

The Means of Ancient Communication: Part 1. 2015. The Means of Ancient Communication: Part 1. [ONLINE] Available
at:<http://www.archaeologyexpert.co.uk/themeansofancientcommunicationpart1.html>. [Accessed 14 December 2015].

Personal View

Communication is a part of a human being and begins with language. The types of communication have changed according to the time periods. In the past people used drumming and shouting to pass their messages among people within limited distance and also they used smoke signals as a form of communication to pass their messages one mount to another one. It can only send few simple messages and people changed their message type to another one call pigeon host, it is also a form of communication. Pigeons are trained for sent letters. People also used horses as a form of communication called horsemen. People wrote letters to communicate with friends and family separated by distance because it was the only way to communicate with people who separated by distance. Until telegraph invention letter writing is the most useful way and most suitable way to pass messages. In 19th century telegraph was invented and It leads to the many other creation of technology.

- **Opinion**

People had some difficulties for communicating each other in the past ,but developments in tecnology help us to communicate easily.

In the past people share all their feelings mostly while communicating, unfortunately they may have given up communicating with each other and may have problems because of the techology in the present.

Conclusion

Here I attached my final conclusion about our topic “How social media networks have affected the way we communicate...?”. Before used social media we had lot of forms to communicate among the people in the past. So those days’ people used simple communication types to communicate with people but some of them are difficult. But Now a day we had lot of easy forms of communication to communicate with people. By the way social media networks are popular in the modern society and we should use them wisely. So Social media affected the way we communicate.

References

- imagcwp journal. [ONLINE] Available at:<https://imagcwp.wordpress.com/2012/05/01/communication-technology-from-the-past-the-present-and-the-future-hollycurtis-paper1-3/>. [Accessed 14 December 2015].
- HISTORY OF COMMUNICATION. 2015. HISTORY OF COMMUNICATION. [ONLINE] Available at:<http://www.historyworld.net/wrldhis/PlainTextHistories.asp?historyid=aa93>. [Accessed 14 December 2015].
- The Means Of Communication in the Past, Today and the Future - kubrayelkenci - Blogcu.com. [ONLINE] Available at: <http://kubrayelkenci.blogcu.com/the-means-of-communication-in-the-past-today-and-the-future/2631963>. [Accessed 14 December 2015].
- A History of Communication. 2015. A History of Communication. [ONLINE] Available at:<http://www.localhistories.org/communications.html>. [Accessed 14 December 2015].
- The Means of Ancient Communication: Part 1. 2015. The Means of Ancient Communication: Part 1. [ONLINE] Available at:<http://www.archaeologyexpert.co.uk/themeansofancientcommunicationpart1.html>. [Accessed 14 December 2015].

Appendices

- Report 01:

Communication in the Past:

Communication has always been a part of American culture; it has been the most crucial part of people's social life. Over time, the means of communication has changed according to the times, people's living situations and advancements in technology. In the past, people used smoke signals as a form of communication; however, smoke signals could only send a few simple messages. As America changed and the population grew people needed to send longer messages as well as sending them further in distance. Therefore, people replaced smoke signals for letter writing. People wrote letters to communicate with friends and family separated by distance because it was the only way to communicate long distance, at least until the invention of the telegraph in the 19th century. The telegraph was invented by a man named Samuel Morse, hence "Morse Code."

Samuel Morse was an artist and inventor, he developed the first successful electromagnetic telegraph system. He studied both art and electricity at Yale College, after graduation he pursued a career in art. Samuel traveled to England to continue studying art, on his voyage he overheard two men talking about electromagnets. One of those men was Charles Jackson who also studied electricity he told Morse that electric impulse could be carried through long wires.

In the late 1700's and early 1800's the first telegraph was invented. The telegraph system was a form of communication that transmitted electric signals over wires from different locations to translate messages. The first telegraph was invented by Claude Chappe in 1794, this telegraph was not electric, it was a "semaphores, or tall poles with movable arms, and other signaling apparatus, set within physical sight of one another." Many others tried to reinvent and improve the way telegraphs worked. However, Samuel Morse was the only one who perfected it. Morse took the significance of those facts found by previous inventors and invented a more practical and commercial system.

Morse laid out three major parts of the telegraph the sender, the receiver and the code. The sender opened and closed the electric circuit, the receiver used, the electromagnet to record the signal, and the code translated the signals into letters and numbers. In 1836, Samuel Morse built the first telegraph system from Washington to Baltimore using cable lines across the Atlantic Ocean. He used "a set of signals that could represent language in telegraph messages" also known as "Morse Code."

Within a decade, more than 20 thousand miles of telegraph cables had crossed the country. The telegraph made it possible for other forms of rapid communication. The telegraph truly changed the world because before telegraphs, the country was very isolated from other regions of the world. Most of the world had a limited amount of

- Report 02:

HISTORY WORLD

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HISTORY OF COMMUNICATION

Early methods
 Better than shouting
 Post haste
 Persian couriers
 Roman roads
 Pigeon post
 15th - 16th century
 To be completed

HISTORY OF COMMUNICATION Timeline

Better than shouting
 Communication begins with language, the distinctive ability which has made possible the evolution of human society. With language any message, no matter how complex, can be conveyed between people over a limited distance - within a room or place of assembly, or across a short open space. In modern times 'town criers' hold an annual contest to discover which of them can shout a comprehensible message over the greatest distance. The world record is less than 100 metres. Already, at that short range, a more practical alternative is to run with the message.

The history of communication is mankind's search for ways to improve upon shouting.

When running with a message, to convey it in spoken form, it is safer to do it oneself. Sending anyone else is unreliable, as the game of Chinese whispers demonstrates. So another requirement for efficient communication is a system of **writing**.

Messages carved on stone pillars communicate very well across time, down through the centuries, but they are an inefficient method of communicating across space. The message reads only within reading range; its recipients must travel to receive it. The system is altogether more efficient if it is the message which travels. This requires yet another ingredient in the communication package - a portable writing material such as **papyrus**.

There are forms of long distance communication not based on

What Then/Next
 Try a 20-second game
 US Presidents

from this page 2x per in a free

- Report 03:

The Means Of Communication in the Past, Today and the Future

The communication has always been the crucial part of mankind's social life. The means of communication has changed according to the changes in people's living conditions and all other circumstances such as technological developments.

Throughout history, the technology has had a huge impact on the means of communication. In the past, smoke was used as a means of communication from one mountain to another. Needless to say that only a few simple messages could be sent and received with this primitive method of smoke signals.

Carrier pigeon was another means of communication to send messages further away. The pigeons were trained for this two way communication method of letter carrying. The letter, which was replaced with fax and e-mail consecutively, used to be a common means of communication as well. People needed to send their messages further away and faster as the world population increased and started to be globalised. This period has influenced the methods of communication.

Today, we use telephones, mobiles, text messages, e-mail, internet chat programmes as oral and literal ways of communication. The inventors and producers are aiming to develop faster, cheaper, smaller-sized, multi-tasking gadgets for communication. The communication technology has been changing to match our needs. However, the means of communication also shapes our life styles. Mobiles have been the most important things to carry after the identity card, the keys and the wallet.

And the future? It is not difficult to predict the future of communication. The trend of mobile, multi-tasking, wireless technology seems to continue to improve. HDTV's, holographic simulators are the clues for possibility of image

- Report 04:

THE HISTORY OF COMMUNICATION THROUGH THE AGES

By Tim Lambert

Communication in Ancient Times

The first means of communication was, of course, the human voice but in 3,300 BC in Iraq writing was invented. It was invented slightly later (about 3,100 BC) in Egypt and about 1,500 BC in China. However the only American civilization to invent a true system of writing were the Mayans.

The next big step was the invention of the alphabet in what is now Israel and Lebanon about 1,600 BC.

In the Ancient World many civilizations including Egypt, Assyria, Persia, Rome and China had efficient postal systems to deliver messages to parts of their empires using relays of horses.

In the ancient world people wrote on papyrus or parchment. However the Chinese invented paper about 200 BC. The knowledge of how to make paper passed to the Arabs and in the Middle Ages it reached Europe.

Communication 1500-1800

The next major improvement in communication was the invention of printing. The Chinese invented printing with blocks in the 6th century AD but the first known printed book was the Diamond Sutra of 686. In Europe in the mid-15th century Johannes Gutenberg invented the printing press, which made books much cheaper and allowed newspapers to be invented. William Caxton introduced the printing press into England in 1476.

The first newspapers were printed in the 17th century. The first newspaper in England was printed in 1641. (However the word newspaper was not recorded until 1670). The first successful daily newspaper in Britain was printed in 1702.