



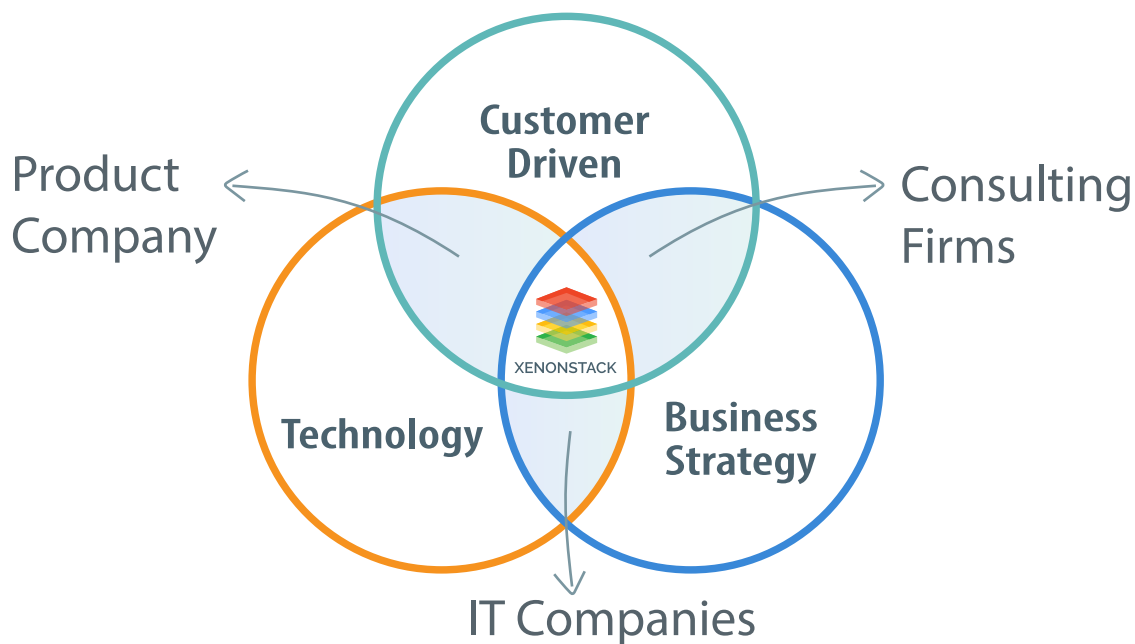
XENONSTACK



Engineering Graduates

Hand-book

<https://www.xenonstack.com>



Simplifying Enterprise AI and Decision Intelligence

Our Core Values



Respect

Building an open, reliable and diverse environment, embracing the uniqueness.



Professionalism

We are transparent, honest and do work with integrity. We take pride in our work.



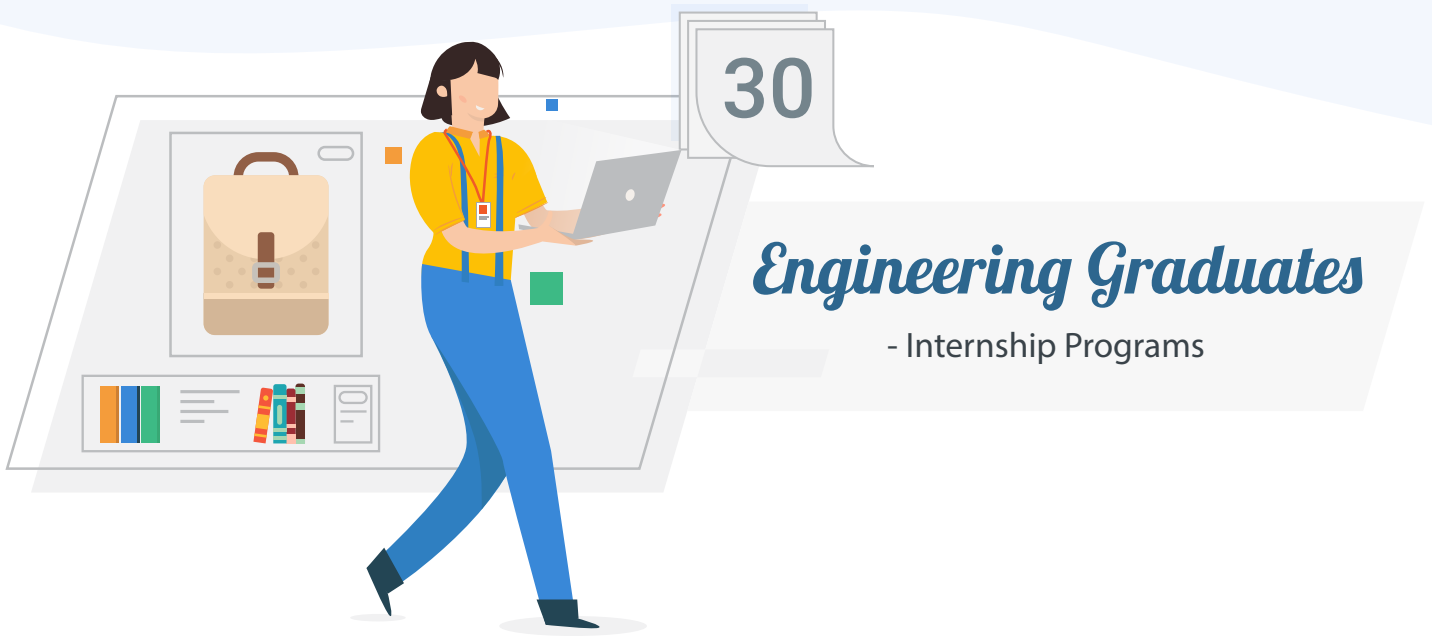
Perseverance

We are ambitious, steady and tenacity. We deliver and reach our goals.



Excellence

Embracing Excellence through innovation learning and agility.



Welcome to the XenonStack Internship Program.

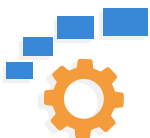
The internship program is divided into 3 Phases of 30, 60 and 90 days program. On the successful completion of each level, you will be moved to the next level. Your behavior, way of working, alignment with organization, sincerity will be analyzed at each and every level with different parameters of judgment criteria. So, each phase plays a critical role in your journey and you have to show your capabilities at each level to move further.



Induction Week

During the 1st week of internship, you have to research on XenonStack. You have to answer the following questions:

- Which Technologies XenonStack is working on ?
- How XenonStack and these technologies are changing the world ?
- Which technologies attract you the most and why?
- Future of these technologies?
- How do you see your future in these technologies?
- How do you think you can contribute to the technology revolution?



Foundation Phase

The Foundation Phase is the first step of the Internship Program at XenonStack. You have to complete this phase remotely.

- The phase consists of **4-6 weeks of Remote Training** to Learn Foundation Tasks.

- It is divided into 5 Modules. You have to complete each module in atleast 1 week.
- Theoretical knowledge and **implementation** of the modules is equally important.
- It is **mandatory** to complete all the modules.
- **Every Saturday**, you have to share your progress status on slack channel or any other platform specified by the People Function Team.
- You have to prepare a powerpoint presentation on all the Modules.
- After completion of all the Modules, you will have to give a Technical Interview or an Online Test.
- You will have to inform the PM SPOC at least 1 week in advance before the completion of the modules and book a slot of the technical test/interview.
- The time slots will be given on the first come first bases.
- During the technical assessment, you will be analyzed on your communication skills, presentation skills, knowledge of the modules, implementation of the modules and willingness to learn.
- This is an **elimination** round.
- Depending on your performance, you will be paid a stipend of INR 7500/- per month after the successful completion of Foundation Phase. This stipend will totally depend on the feedback received on your performance and behaviour.

We have 7 profiles “Software Engineer, Software Testing Engineer, UI Developer, Cloud Engineer, Security Engineer, Big Data Engineer, Machine Learning (for candidates with Masters degree)”. On the basis of the rating of technical interview/test, your profile will be decided.



Communication

All the communication will be through Slack or any other platform specified by the People Function Team..





Initiative and Build Phase

This phase is divided into two sections. You have to complete this phase remotely:

- The 1st section is of **3-4 Weeks** where you will have to independently complete Profile Based Training.
- After the completion of the training, you will be given a Profile Based Practical Task. The duration of this would be **1-2 Weeks**.
- You will be analyzed regularly on your communication skills, regularity, ability to work independently and willingness to follow the process and culture of the organization.
- Based on your feedback and performance your profile maybe changed anytime.
- You have to share progress reports every day on the slack channel or any other platform specified by the People Function Team.
- At the end of the Initiative and Build Phase you will have a 30 minutes discussion with the team.
- During the discussion you will be evaluated on the basis of your knowledge, ways of working and practical implementation of the task.
- If your performance during the discussion is not upto the expectations, the duration of the L2 level can be extended.
- Initiative and Build Phase is an **elimination** phase.

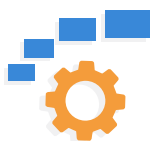
Only after the successful completion of this phase, you will move to the next step.



Performance and Team Integration

This is the last and the most important phase of the Engineering Graduates Internship Program. You will have to complete it from XenonStack Office. It will determine your future in the organization.

- You will have to sign an **2 years** service agreement at this phase
- Your stipend will start from this phase.
- It is for **12-13 weeks**.
- During this time you will be given a Project-Based task.
- You will be analysed on your ability to understand the task, timely task completion, coordination with the team and effective communication.
- At the end of this phase you will have a 20 minutes discussion with the COO, Dr. Jagreet Kaur.
- Based on your performance during this phase, you will be confirmed in the organization as an Employee on Probation.



Ways of Working

- No onboard training will be provided.
- No one will track you on a daily basis.
- During each phase of training, modules will be provided to you.
- The organization will trust you that you are loyal towards your work and will complete the modules assigned to you with sincerity.
- Till completion of Level 2, your point of contact will be Ms. Ria.
- You can ask, if any query, in slack channel.
- Organization will not track your attendance till Level 2 but only analyse your behaviour.





- ? Whom do I work with and Point of Contact?
A: Ms. Shilanjani Sood
- ? How do I ask for Help?
A: You can ask for help in the slack channel or any other platform specifies by the People Function Team.
- ? Which tools do I need?
A: Linux, Github and Slack.
- ? What will be Topics in Modules?
A: Data Structures, Algorithms, Programming and Linux.
- ? What will be the Different Profiles offered after Foundation Phase?
A: Software Engineer, Software Testing Engineer, UI Developer, Cloud Engineer, Security Engineer, Big Data Engineer, or Machine Learning (for candidates with Master's degree) will be profiles after the foundation phase.
- ? What will be the criteria to get the Profiles?
A: The profile depends upon your performance during the 1st Phase i.e. Foundation Phase.
- ? What's the process after Completion of Initiative and Build Phase?
A: After the completion of the Initiative and Build Phase you have to complete the next phase from XenonStack office. You will be allotted a system and shift can be night or early morning.
- ? When Stipend will be paid?
A: You will be paid stipend at Phase 2 Initiative and Build Phase depending on your performance of Phase 1. This stipend will totally depend on the feedback received on your performance and behaviour
- All the interns at Phase 3 will be paid stipend.
- ? What will be the Target Date and Days to finish the Foundation Module?
A: You have to complete the foundation phase in 4-6 weeks.
- ? If I failed the Foundation Module Assessment, whats next step?
A: If your performance is unsatisfactory during the evaluation criteria, your foundation phase will be extended for another 2 weeks. You will have to give the technical interview/test again. Final Decision will be taken after completion of 2 weeks.
- If you are unable to clear the Foundation Phase in the 2nd attempt, your internship will end.
- ? What will be the process during Initiative and Build Phase?
A: During this phase you will have to independently complete 3-4 weeks of Profile Based Training followed by 1-2 weeks of Profile Based Practical Task. You will work independently during this phase.





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