University of Belize

Education Empowers a Nation

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Rationale

As a part of the completion of a Bachelor's degree students are sent out to complete a twelve (12) week period of work in a professional environment. This is done in order to have the students develop or show off their skills that they have gained throughout their time at the University. The objective of the internship is not to just improve technical skills (development or networking) but to enhance one's communication and knowledge working in a professional environment.

Although the placement for a student might be focused only on developing/networking one can even get the opportunities to attain other skill sets like for example in the area of networking as in the case with my placement at BELTRADE (Belize Trade and Investment Development Service). Working under the BETEC (Belize Training and Employment Centre) subunit I will not only get a taste of development but also networking. As a student who is willing to learn, experiment and explore, this experience will surely broaden my area in Information Technology (IT).

Hence, the objective of my development opportunity is to be able to learn the different tools or frameworks being used for development and complete all assigned tasks as well as to go the extra mile. As for the networking aspect, the objectives are to learn and explore the hardware being used. As for my personal growth objective, being a shy individual makes is a bit difficult to learn more from others and my expectation is to break out of that shell. Other objectives that I wish to gain at the end are to be able to be more organized in planning and learn to communicate effectively with others.

Placement

The Belize Trade and Investment Development Service (BELTRADE) is a statutory body of the government of Belize. Initially, BELTRADE was known as Trade and Investment Promotion Service (TIPS) in the late 1997, however, in early 1998 they were officially named as BELTRADE and along with that came greater authority.

BELTRADE, under the authority of the Ministry, is responsible for Investment, Trade and Commerce and is Belize's national Investment Promotion Agency, Export and Trade Promotion Agency, and is focused on Micro, Small and Medium Enterprise (MSME) development, innovation, entrepreneurship and delivery of specific industry training. These functions are carried out by the four sub-units of BELTRAIDE which are: BelizeINVEST, EXPORTBelize, Small Business Development Centre (SBDCBelize), and Belize Training and Employment Centre (BTEC).

The sub-unit I will be working under is BTEC, by which they are in charge of providing specific industry training to employees. BTEC is a statutory body of the government that works under the Ministry of Economic and Development, Petroleum, Investment, Trade and Commerce. There I will be working under the supervision of Mr. Ultrick Gaynair who is a Computer Science specialist but because the work demands both networking and development he has knowledge in both areas.

Job Description

At an institution like BELTRADE work is demanding especially in the IT department where one not only does development but networking and provides technical support to staff members. With that being said, the work that is to be carried out at BETEC is assisting in the development of an online platform for MSME where I will partake in completing a currently working demo. During my progress on the project, I will be in charge of documenting and testing my implementations.

Aside from the development task, I will be assisting as a network support reason being that a subunit of BELTRADE is moving into a new building. There I will be helping set up a PBX (Private Branch Exchange) system that will allow for local communication within the enterprise by means of phone extensions. If time permits I will get the opportunity to play around with a hardware firewall.

Some other additional tasks I will be required to do are: create a database system, modify existing databases and perform data migration from excel.
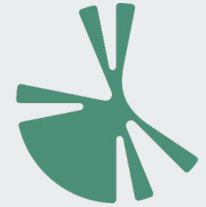
Work Plan

Throughout my twelve (12) weeks at BELTRADE I will be assigned to completing multiple tasks; however, I have not been fully given all the deadlines for all the task but during my first week, I will take some days for research (on frameworks being used) and planning when the requirements for the online platform for MSME (Micro Small and Medium Enterprise) are attained. If I have not been assigned or given the task to assist my supervisor as network support, I will continue with my progress with the online platform by implementing specified requirements along with testing and documentation. During that time I will also work on UI development as I progress. As I have been told, the development of the online platform for MSME should not take up the entire 12 weeks therefore I might also get the chance to help with UI development of other projects. Although I will be working under the BTEC subunit I will be traveling to different subunits in Belize City (different locations) especially since I will provide network support accompanying my supervisor in setting up the new office. During my time at BTEC I will explore and learn different aspects that relate to networking and development as a whole.

Conclusion

As mentioned by my supervisor the task for development should not take more than a few weeks to complete. Since I have not been given all the specifications for the online platform for the MSME I cannot give a full analysis as to how much time I will take to complete it. However, they have expressed that some of the specifications are not difficult and at a minimum would take me a few weeks to complete. Because of this, I will also contribute to UI development for other systems used by BTEC which should not be difficult to complete since they have told me that I could use any library or framework for it. The only concern for me is being a network support reason being that it's not my strong suit but I will do to the best of my ability to learn and be as helpful as I can be. My internship at BELTRADE will be an amazing opportunity to exploring and further understand not only development but networking and other IT related work. At the end of this internship, I want to be able to attain new skills that would help me grow professionally and personally.

Professional Practice

By: Danielson L. Correa

OBJECTIVES OF THE INTERNSHIP

- Improve my skills as a Programmer
- Learn new technologies being used (frameworks)
- Enhance my communication abilities

WHERE WILL I BE WORKING?

- BELTRADE (Belize Trade and Investment Development Service)
  - Has 4 subunits (BelizeINVEST, EXPORTBelize, SBDCBelize, BTEC)
- BTEC (Belize Training and Employment Centre)

What will I be doing?

- Develop a online platform for MSME (Micro, Small and Medium Enterprise)
- UI Designer
- Data migration
- Providing Network support

MY WORK PLAN

- Attain all requirements
- Research and planning
- Implementation of specifications/requirements (UI and Backend)
- Testing and Documentation

CONCLUSION

- The tasks will be manageable

- Learn more about development and networking

- Enhance my communication abilities