ASSIGNMENT 2 FRONT SHEET

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Student declaration

I certify that the assignment submission is entirely my own work and I fully understand the consequences of plagiarism. I understand that making a false declaration is a form of malpractice.

	Student's signature	

Grading grid

P5	P6	P7	P8	M4	M5	D3	D4

☐ **Summative Feedback:**　　　　　☐ **Resubmission Feedback:**

Grade:	Assessor Signature:	Date:

Internal Verifier's Comments:

Signature & Date:

Table of Contents

List of Figures

List of Tables

A. INTRODUCTION

- For everyone who is interested in technology, I described in Assignment 1 how my team was formed and the actions that were carried out to accomplish the project " *Development of an E-commerce Website for Selling Shirt*." information as well as University of Greenwich students. The abilities that we have studied, used, and evaluated via this project reveal our strengths and limitations so that we may build on them and overcome them. From there, anyone can further their own development in the future.

- I'll go a bit further into team dynamics in this Assignment 2 as it relates to the success or failure of the project "*Development of an E-commerce Website for Selling Shirt*." In addition, this report will delve further into learning how to grow oneself through development planning, performance objectives, and responsibility for developing skills and knowledge for the future. This paper also discusses the CDP, which tries to make the development process and the outcomes more obvious if we keep up our self-development process.

B. DISCUSS THE IMPORTANCE OF TEAM DYNAMICS IN THE SUCCESS AND/OR FAILURE OF GROUP WORK (P5)

I. Definition of team dynamics

1. What is team dynamics?

The behavioral interactions between group members are referred to as team dynamics. It evaluates the representatives' interpersonal skills, including their capacity for cooperation and their ability to successfully articulate their thoughts. A successful team dynamic is essential to the success of any business. (Sharma, 2021)

Figure 1: Team dynamics

2. What constitutes good team dynamics?

- **Shared purpose:**
  - o A winning team's most important characteristic is that all of its members are committed to the same objective. When representatives work independently, they prioritize their interests over the requirements of the group and the business. (Sharma, 2021)
  - o On the other side, when everyone's objectives are the same, decision-making becomes simpler.
  - o Try to use the SMART approach when attempting to develop team-wide goals. According to this tried-and-true strategy, the objectives must be precise, quantifiable, achievable, pertinent, and time-bound.

- **Trust and openness:**
  - o One more quality that makes a team successful is trust. Team members must feel confident enough in one another to express their thoughts without holding back. They want reassurance that their views will be respected, and that no idea is ever a poor one.
  - o This fosters a culture of openness and trust where people feel free to express their opinions without fear of retaliation or embarrassment. Trust includes members having faith in one another's abilities and work ethic.

o A team leader must have enough faith in his or her team members to think that they are capable of completing the task by the deadline. The team members may begin to doubt their abilities and worth as employees as a result of a lack of trust.

Figure 2: Trust and openness

- **Willingness to correct mistakes**:
    o Team members must be in a position to take responsibility for their errors rather than assigning blame. They ought to be prepared to grow from their errors. so that they may expand (or sharpen) their skill set and help the business succeed.
    o Although it has been established that participants must be honest about their mistakes, the team leader must make sure that the atmosphere encourages members to be open and honest about their errors. A successful team works together to overcome failures rather than allowing it to define them as a whole. Additionally, they actively search for chances to reduce such occurrences in the near future.
- **Diversity and inclusion:**
    o Diversity is one trait that all successful teams have. They are made up of people from various backgrounds who have all undergone a variety of life experiences. Due of their disparate backgrounds, such a team is able to come up with a number of creative solutions when faced with a challenge. They each have quite diverse methods of processing information, which leads to wildly unique ideas and thinking.
    o As a result, while creating a team, aim to include individuals from several areas, each with their own set of abilities and viewpoints. Simply ensuring that all professionals are treated

equally, regardless of their color, gender, or sexual orientation, may promote diversity. Creating a level playing field can improve your company's reputation and draw in the greatest talent in the nation.

- **Participative leadership:**
    o Micro-managers are bad for the dynamics of the team. They frequently undercut a worker's self-assurance, thereby creating a distrustful atmosphere. This absolutely eliminates the motivation for developing original solutions. Thus, the demand for participatory leaders is urgent.
    o Instead than imposing their narrow way of thinking on others, they stand aside and let the ability of their team members show through. Instead, they incorporate constructive behaviors such as sincere partnerships and respect for one another.

Figure 3: Participative leadership

II.   The importance of team dynamics in the success and/or failure of group work

Anyone's mental health and productivity can be negatively impacted by feeling alienated from the rest of the team. Being a member of a team that has a common objective alone might provide one the sense of fulfillment they need at work. However, for employees to feel driven, they must see the results of

their effort and connections with others. Employees' productivity and efficiency automatically rise when they are happy at work. (actionCOACH, n.d.)

Furthermore, positive team interactions increase creativity, productivity, and effectiveness. For an organization to succeed, collaboration is essential. When team relationships are enhanced, job outputs, employee happiness, and the bottom line typically improve as well.

III.   In my group

For my team to function well, we must constantly foster dynamism by defining each team member's responsibilities. Assign tasks to each member, and the team leader will be aware that new projects need to be assigned. Utilizing all of the skills and abilities on my team requires dividing the work according to each person's demands, skills, and abilities. As each member of the group will have a distinct point of view and approach to problem-solving at work, it is crucial that everyone in the group knows one another on a variety of levels, from personality to problem-solving at work. must cooperate in order to find practical answers while preventing disagreements within the group.

1. Success factor:

Success factor	How to achieve it
All with the same objective	Agree and create a group-wide objective.
Concentrate on the remedy	Don't forget to move things along by concentrating on the remedy
Dependable and accountable	Even when things don't always go as planned, strive to accept accountability for your choices and act honestly at all times.
Sharing the achievement	should focus more on encouraging one another and less on criticizing one another.
Listen to each other	As other members are speaking, pay attention. This is how you respect them.
Developing vision	To eliminate all risks and guarantee the success of the entire project, the team should create a long-term and complete vision.
Strengthen cooperation	Team members discuss and learn from one another's struggles and obstacles in both their personal and professional lives.
Aim for modest successes.	The group ought to divide the objective into more manageable pieces to make the process clearer and easy to follow.
Unleash the potential of each person.	Everybody has their unique strengths; therefore, you need to know how to identify and capitalize on them.
Mutual trust	The team's members must have faith in one another and develop that faith by delivering on their promises.

Table 1: Success factor

2. Failure factor

In the process of running the project, sometimes the connection of members is not good, leading to many incorrect decisions.

Sometimes we lose our attention, which causes us to take a very long time to complete tasks. Facebook is one of the things that keeps me from achieving my goals on time. I use Facebook to take a breather, but sometimes I get sidetracked and forget to stay focused.

C. WORK WITHIN A TEAM TO ACHIEVE A DEFINED GOAL (P6)

I.   Introduction of my group work

1. About my group

Our team created the project "*Development of an E-commerce Website for Selling Shirt* ", which is used by both customers and store employees. *Do Trong Thinh*, *Le Tai Nhan*, *Nguyen Huu Hoang Khanh* and *Nguyen Doan Minh Hieu* are the four people who formed our group with the nickname "*Luoi Group*".

The responsibilities of the team members will be decided during the meeting by consideration of each person's personality, perspective, and capacity for delegating tasks.

Everyone in the group agreed and chose *Do Trong Thinh* to be the team leader. Because *Do Trong Thinh* had previously worked with everyone and was familiar with their personalities and working methods, he divided up particular assignments as follows:

Name	Responsibility
Do Trong Thinh (Leader)	Have a detailed strategy for the entire group.
Nguyen Huu Hoang Khanh	For the logistics in the back, gather information and practice.
Nguyen Doan Minh Hieu	Create posters and research the event location, which is regarded as the event organizer.
Le Tai Nhan	Establishing contacts and doing out tasks relating to guests

Table 2: My group work

Figure 4: Luoi Group

2. About the event "*Development of an E-commerce Website for Selling Shirt* "

The ground began cooperating on November 25, 2022, to arrange the event, which will take place between November 28, 2022, and December 3, 2022.

Goal:

- Introducing the online shirt shop for the shop
- Training office computer skills for employees

Purpose:

- Inform new hires about the e-commerce app
- Describe the strategy to our staff and the companies we are looking forward to working with

Scope: Organize the event for about 50 employees.

Place: Hoiana Resort & Golf (Tay Son Tay, Duy Hai, Duy Xuyen, Quang Nam)
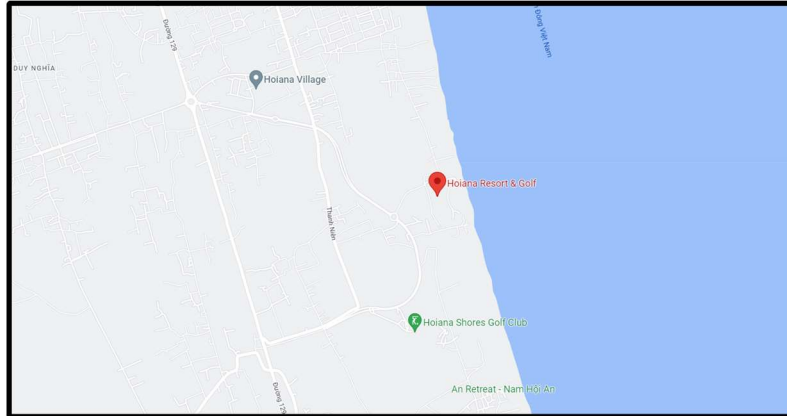

Figure 5: Hoiana Resort & Golf

Figure 6: The Event location on the map

II.   My role in the group work

1. Team member's role:

- *Marketer* (**Minh Hieu** *and* **Tai Nhan**): Hieu assumes responsibility for creating a page on Facebook so that he may manage marketing and communication initiatives. To start, Hieu does research and creates marketing material for a larger audience. In order to reach as many people as possible, Tai Nhan will be in charge of running advertising online and through connections. Since technology is so advanced right now, the team opted to put more of an emphasis on offline marketing, which everyone is familiar with, and which produced excellent results for the project.
- *Logistics (Hoang Khanh)*: For this project, Khanh is in charge of logistics. Khanh is a great fit for this role because of his thorough and analytical demeanor. Khanh organizes and researches how to synthesize knowledge in order to be able to communicate it to the audience in the most efficient method as they first get ready for a technical issue. Second, Khanh conducted more research and contacted experts to help with the project. Finally, Khanh estimated the cost and properly managed it.

2. My Contribution

As a marketer for my team, I am responsible for running network ads for my team. At the same time, I also connect the guests with the event we are organizing. From there, I can receive guest comments and reviews for our program so that we can absorb, correct and promote the things that we do.

III.   Result of group work

Our team came up with this assessment after putting a lot of time and effort into developing the "*Development of an E-commerce Website for Selling Shirt* " project. Teamwork has improved our understanding of how projects are finished, which will be incredibly helpful for our future work. It was a really worthwhile experience for me since I gained knowledge about the advantages of collaboration, how to listen to others, and how to operate as a team member. To get along with others and work as a team at

first was quite difficult for me. But as the project went on, I progressively changed and absorbed what I could from everyone's viewpoints.

In addition, finishing the assignment really improved my soft skills. The team members not only gave me a ton of valuable lessons, but they also served as an excellent source of information for me. Both my aptitude for critical thought and my ability to manage my time have significantly improved.

In conclusion, I must say that I found this endeavor to be really difficult and unpleasant at first. After that, I progressively acquired new abilities and made changes to guarantee that the results were as anticipated. The initiative ultimately provided me with several opportunity to hone my soft skills and gain knowledge that would be valuable in my future employment.

D. DISCUSS THE IMPORTANCE OF CDP AND ITS CONTRIBUTION TO OWN LEARNING (P7)

I. Definition of CDP

- The term continuing, or continuous, professional development (CPD), is used to refer to any form of learning you do to better your knowledge, comprehension, and experiences in a certain field or job. (Nottinghamshire County Council, n.d.)
- CPD is an acronym for continuous and planned learning and development. It emphasizes on what you learn and how you grow, but it could also have a formal recording method (through supervision, submission of assignments etc.). Most are, you are currently engaging in CPD without even realizing it.
- Examples of CPD include:
  - o Work-based education (either through supervision, training courses, job-shadowing, mentoring or coaching)
  - o Having a professional certification completed
  - o Informal or hands-on education (which takes place through life and work experience)
  - o Reflecting on both planned and unexpected encounters
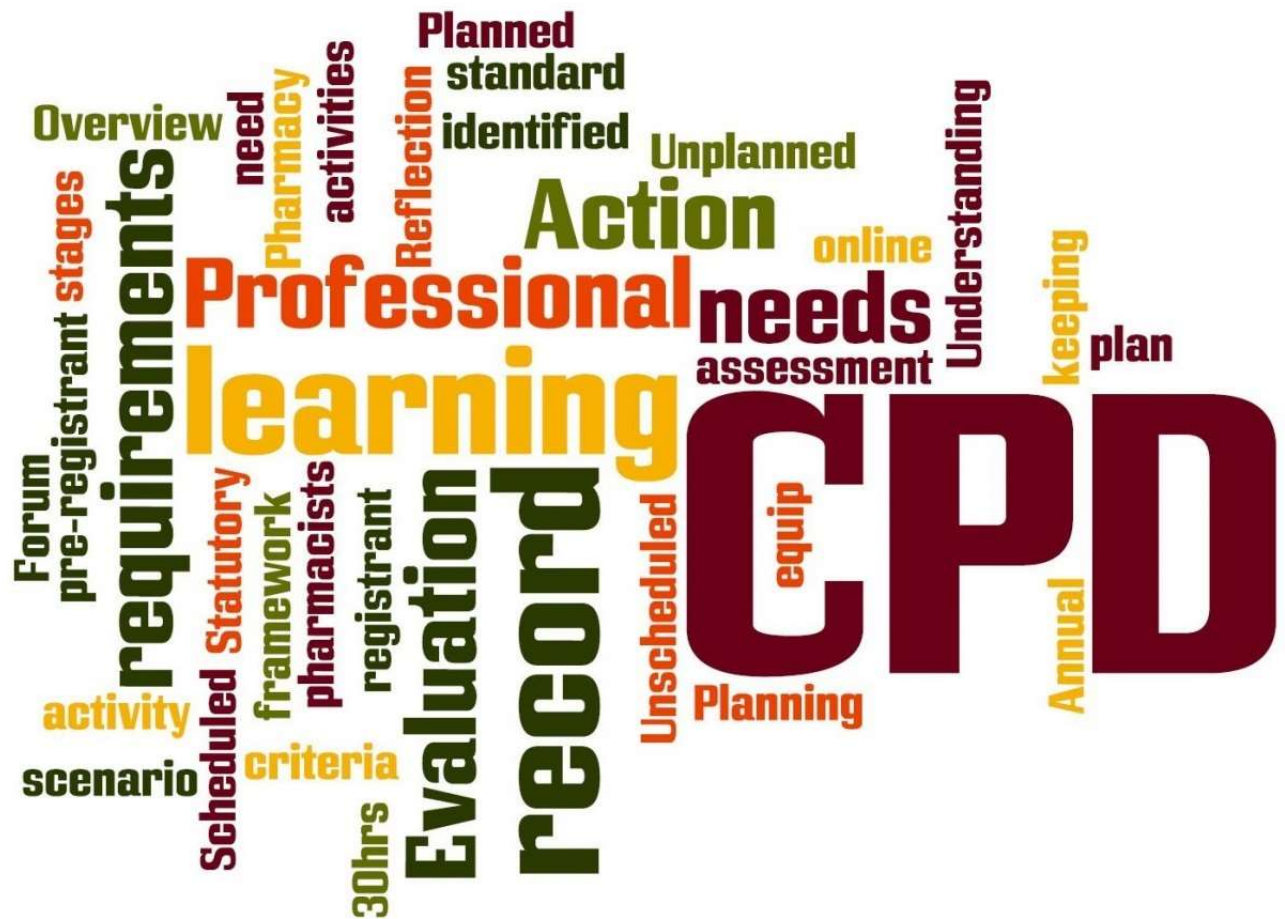 - o Either work shadowing or peer mentorship.

Figure 7: Continuous Professional Development (CPD)

II.   Why CDP importance

There are several benefits to engaging in CPD besides learning something new (Nottinghamshire County Council, n.d.). CPD is essential since it:

- Provides you fresh information that can be useful for navigating challenging or novel circumstances.
- May assist you in achieving your professional objectives by emphasizing learning and growth.
- Will make you feel assured in your position.
- Will show that you're dedicated to learning and mastering a certain subject.

Companies and their workers benefit from continuous professional development.

Continuous professional development enables the sustaining and occasionally enhancing of competitiveness at the organizational level. Clients anticipate a particular level of performance, and CPD helps a business to maintain its operations in accordance with the most recent professional standards. A company is also kept up to date on emerging skill trends and new strategic initiatives by the continuous implementation of Continuous Professional Development by certified teachers. (Growthspace, n.d.)

Continuous Professional Development gives individual employees the abilities they require to stay productive. This may result in career development, a perception of expertise, and higher market worth. A worker with a wide variety of skills has a beneficial impact on their coworkers and may even serve as a mentor. Last but not least, CPD makes sure that individuals are accustomed to including growth on a regular basis in their work life.

III.   CDP contribution to own learning

When putting the "*Development of an E-commerce Website for Selling Shirt* " project into practice, I decided to enroll in a CPD program to advance my knowledge and abilities. With the aid of this application, I can learn in a methodical and organised way that improves my general knowledge and abilities. In order to progress, I may also use it to determine the information and abilities I need to quickly pick up.

My commitment to continuing professional development (CPD) makes sure that I have the information and abilities required to advance daily. My ability to contribute significantly to my team is aided by CPD. By increasing my productivity at work, I was able to grow professionally and take on new responsibilities that would allow me to train, supervise, and advise people as well as lead and manage teams.

E. PRODUCE A DEVELOPMENT PLAN THAT OUTLINES RESPONSIBILITIES, PERFORMANCE OBJECTIVES AND REQUIRED SKILLS, KNOWLEDGE AND LEARNING FOR OWN FUTURE (P8)

I.   Setting goals

In order to succeed, I must establish goals that will guide my life. Goals serve as both a guide for the course of my life and a yardstick by which to measure my level of achievement.

Knowing how to define objectives is necessary for achieving them. And for that reason, I made the decision to divide my long-term and short-term goals for myself into a solid strategy:

1. Short term goals

Specific	Measure	Attainable	Relevant
Learn programming languages	Learning, utilizing, and effectively executing programming languages	Yes	I will be able to work in the field of information technology.
IELTS 7.0	Participate in an English class to receive an IELTS 7.0 certificate.	Maybe	I can understand new technology and communicate more effectively if my English is improved. Additionally, having a diploma in English would make it simpler for me to seek for

			positions with overseas businesses and firms.

Table 3: Short term goals

2. Long term goals

Specific	Measure	Attainable	Relevant
Participating in major projects of the company like FPT	Apply to FPT Software	Maybe	Performing work in a setting of professionalism
Buy a house, buy a car and get married	Buy a great value house in the city center and have a happy family	Yes	Ensure your stability so you may later easily advance your career.

Table 4: Long term goals

II.   Three skills need to develop

1. Communication Skills (listening, speaking and writing)

The first set of abilities that potential employers will likely notice is your communication skills. Your behavior will be under scrutiny by the employer from the minute you first contact them. (Christodoulou, 2013)

They will evaluate if you have polished communication skills based on how you communicate with them, whether it be over the phone, via email, in your resume and cover letter, or during the interview.

Make sure to proofread any written correspondence you give to them, pay attention to what they ask (or read their instructions carefully), and respond in well-thought-out, grammatically sound words. Also, take your time to listen to what they say. The method you express yourself must be flawless because this is the manner in which they anticipate you will interact with both colleagues and clients during your time working for them.

Figure 8: Communication Skills

2. Flexibility/Adaptability

It is highly valued if a candidate can manage several tasks at once and be adaptable enough to perform in a setting with shifting rules, regulations, and management. (Christodoulou, 2013)

A job description in the modern world is quite flexible and subject to alter at any time. A worker who is able to function in a variety of dynamic conditions is highly valued.

It is quite advantageous to be able to go from one working environment or even one sort of job to another. It shows how dedicated they are to the company and will affect how far in their career they advance.

3. Ability to make decisions and solve problems

Another skill that is in high demand is the ability to make decisions and solve problems. A worker can be distinguished from another based on their capacity to recognize difficult issues, examine pertinent data, generate and assess possibilities, and put solutions into practice. An individual will stand out if they can apply critical thinking to justify a choice. (Christodoulou, 2013)

III.   Strengths and weaknesses

A successful individual has to possess several different traits. They must be the ones with the knowledge in order for success to occur:

- **Set goals for yourself**: Without setting both short-term and long-term goals, no one can succeed. They might be aware of what to do from there.
- **Eager to learn**: If you want to be successful, you must constantly innovate yourself and keep up with new knowledge and trends. But not everyone is adept at picking up from errors. Each mistake forces them to reassess who they are and teaches them a lesson on how to avoid making the same mistake again.

Assess my strengths and weaknesses to plan for future improvement:

Strengths	Weaknesses
- Sociable, kind, and constantly willing to assist others - Possess strong interpersonal and public speaking abilities as well as strong	- Due to a lack of time management abilities, juggling work and personal obligations can be challenging. It will be challenging for

presenting capabilities. To interact, learn from others, and receive a lot of affection from everyone, I'll need good communication skills and the capacity to listen. - Having solved challenges successfully, I can provide thoughts and solutions to real-world issues. the capacity to work through issues, maintain concentration so that tasks are not postponed, and assist other team members as needed.	me to balance my time between work and life due to my poor time management. - My English still needs a lot of improvement, particularly in terms of academic terminology and intercultural dialogue. My ability to speak in an international school will be hampered by my poor English, which will also lower my prospects of landing a job overseas. - I still struggle to cooperate well with others when I'm in groups.

Table 5:Strengths and Weaknesses

IV.   Develop strengths and weaknesses

I'll start by making strategies to strengthen my areas of weakness and expand upon my strengths:

- For time management, I need to create a work calendar for myself inside a week that prioritizes vital duties, reduces time for trivial chores, and, ultimately, is flexible enough to change the working schedule when an unusual job comes along.
- My limited command of the English language will have a negative impact on my ability to go abroad as well as my ability to work and integrate. I need to create a home study plan for English so that I may develop my listening, speaking, writing, and reading abilities in a variety of methods, such as by taking English classes.
- I still have a lot to learn about the fundamentals of information technology, particularly about programming languages and web and mobile development tools. I will become better by studying on my own in addition to the class lectures. In order to expand my knowledge, I also actively study from professors and friends.

V.   Rating development needs

Each person will have a unique growth plan and a list of talents they wish to sharpen depending on the aim. Here is a list of the skills that I consider to be most crucial:

- Time-manager skills
- Communication skills
- English skills
- Programming skills

VI.   Development plan

Each individual will have a goal and strategy for their own growth, and they will build those objectives into their own development strategies. I will make a more detailed plan in this area based on the objectives I mentioned in the previous section so that I can monitor and evaluate my progress. The three areas that I am concerned about are experience, education, and the abilities I hope to acquire in the upcoming years:

- **Experience:**

Object	Current status	Target	Development, opportunity, and method	Time	Status
Apply to IT company for internship	In my 3rd year of university, I will have to do an internship at a company. But because I study information technology, I will choose a technology company to practice gaining more knowledge and experience.	- Improve your knowledge - Learn more from people in the company - Practice taking responsibility for work more when working	To improve my particular skills and obtain actual job experience in a professional setting	May-10-2023	Practice
Part-time Job	Currently, I am working part-time at a Korean hot pot restaurant opened by a Korean owner.	- Earn Extra Income - Contact more people - Learn more from the owners	When I work part-time in a foreign place with a foreign boss, I learn more about the country and the people in that country. Learn more about their work experience.	October-2-2022	Doing
Apply to GEC club	GEC is the event club of the University of Greenwich. Besides studying information technology, I want to learn more things including event organization. So	- I'm a rather shy person, so I chose this place to make myself bolder in front of the crowd.	To learn more from everyone in school about making events	Feb-23-2023	Practice

	that's why I want to join the GEC club	- In addition to studying events, I want to try more roles such as logistics and media.			

Table 6: Experience

- **Study:**

Object	Current status	Target	Development, opportunity, and method	Time	Status
Pass Professional Practice	I'm currently studying Professional Practice	- The most important target is to pass Professional Practice - Understand all the knowledge learned - Learn more knowledge beyond what I have learned	Acquire a lot of knowledge and get high scores	December-26-2022	Doing
IELTS 7.0	In the trend of international integration, English has long become a compulsory subject. Being exposed to IELTS will make my lessons at school no longer an obstacle.	- Improve my English to communicate with foreigners - Because my university requires students to have IELTS, so it is very important	Increasing my English proficiency will benefit my education and give me greater confidence while speaking with foreigners.	November-1-2022	Doing

		- When I have an IELTS degree, outside of working hours, I can teach IELTS at English centers.			

<p align="center">Table 7: Study</p>

F. CONCLUSION

I've gained more information and understanding from this report, which includes:

- Group dynamics in the success/failure of teamwork
- The importance of CDP and its contribution to my own learning
- The skills, knowledge and learning needed for your own future

I hope the information above helps us to realize how important it is in both job and daily life. This is very essential for achievement and helps in a significant way to fulfill the objective. They are even more crucial to employment success than majors. In the end, I created my own development strategy to strengthen areas of weakness and successfully leverage areas of strength. Last but not least, I want to express my gratitude to Teacher *Ly Quynh Tran* for her assistance and direction in helping me finish my thesis.

G. CRITICAL EVALUATION

1. Your strengths and weaknesses when you did the assignment.

- **Strengths:**
    - For assignments, easily find the information my team need.
    - Comprehension of assignments
    - With a lot of motivation, working pace is quick.
- **Weaknesses**: In addition to my strengths, I can also identify certain shortcomings about myself, such my limited proficiency in other languages. The study of professional practice is significantly impacted by this. I've put more of an emphasis than ever before on my speaking and problem-solving abilities.

2. How to improve your weaknesses

- I need to listen to others more and learn from them, especially my friends and teacher.
- I need to get better at English. My reading and comprehension skills might use some work. My academic English writing also needs to be improved. It will enable me to rate my project more highly.
- To minimize delays, I should properly plan my assignment.

- Enhance my feeling of responsibility, drive myself, make up for my weaknesses with my current skills, and go farther in other subjects in the future.

3. Your grade that you think you deserve (P, M, D)

Because some of the knowledge I utilize is not generic, certain ideas are absent, and the logic is not too rigorous, I believe I will receive a *P*.

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