#### **Placement Guideline**

### Before an interview

- Prepare on a daily basis
- theoretical
- problem solving
- development
- please ensure you are coding on a daily basis
- build projects for maximum learning, your github should be active
- document your projects

## Once shortlisting happens

- 1. Research about the Company
- 2. Research about the Interview Panel ( Linkedin etc. )
- 3. See historical info of what kind of questions have been asked ( use glassdoor or ambitionbox )
- 4. Things to practise for DSA Contest a. platform the test is being conducted on, do a practise problem and get comfortable b. ensure that your system is working fine, camera, etc c. ensure network connectivity is fine, keep a backup ready d. practise common questions and concepts
- 5. Things to practise for an assignment a. daily coding helps b. ensure you are trying out new things every week, building a project weekly ensures you are able to think of new type of problems c. try API integrations like google, Stripe, Razorpay, Cryptocurrency, Twitter etc. d. try out platforms like hackerrank and codejudge for tests which have these problems on it
- 6. Things to do for a one on one interview a. Video camera, audio, and speech. ensure you are loud and clear b. Keep calm before an interview. Do not pinac ( yes its panic, we know! ) c. Be ready for live coding rounds, to demonstrate React or JS implementation live d. Explain while coding e. Research into panel
- 7. If there is an issue Please reach out to your Placement Point of Contact a.

  Issues like, not showing up, health, laptop damage etc. team will try to ensure that there can be a way to reschedule
- 8. Please keep boiler plates and things ready for you to start working on any application ( please ensure this is your own and not plagiarised )

# During an Assignment round

- 1. Read and understand the problem, please read it 2-3 times atleast a. write down what you have understood b. write down how long you would take out for each part. c. understand what are mandatory requirements d. understand time limit e. plan out f. if you have not understood something, keep a note. do a small research on what it means, try to go through documentation and understand from that. Even after sometime its not something you have understood, share the feedback with the placement Point of Contact.
- 2. Create git repository as the first thing, keep it private initially ( so that nobody has access to it initially, but keep it public when submitting )
- 3. Break down your problem statement and start working on it, and regularly push it. 2-3 times a day or very 4 hours is good. This way you dont lose work, incase your device gives up, and you wont lose work a. Google common issues, b. stackoverflow for common issues c. documentation and tech blogs for some API integration examples ( if time permits )
- 4. Ensure you are adding documentation a. for running the application b. if APIs are there, write API docs c. if frontend is there screenshots of UI d. deployed

link for vercel, netlify, aws etc. e. add documentation of all the packages you have used, frontend component API docs are also something you can work on

- 5. Finally ensure you make the submission is good,
  - Improve on UI
  - add comments
  - cleanup code
  - remove spelling mistakes
  - keep repo public
  - add a video explaining your submission
  - add docs
- 6. Submission a. Please double check your submision, and see if all the links are correct, and everything is working b. do a self rating on how many features you have done c. inform the Placement Point of Contact on how much you were able to do (from 0-100%)
- 7. Troubleshooting a. When there are issues, proactively raise it to the placement Point of contact
  - doubts on problem
  - something not working in the question (double check this)
  - submission not clear
  - multiple interviews going on, and not able to work on assignment
  - health, infrastructure issues
- 8. Do not plagiarise, companies report to us when people plagiarise a. The company may not come back to Masai for palcements since the industry does not take plagiarism lightly b. The company may reject all candidates c. We may blacklist you for other opportunities d. We may even remove you from the placement process and the decision will be upto the academy committee

## Durign an interview

- 9. If there is a delay or issue, please reach out to your Placement Point of contact immediately
- 11. Keep calm
- 12. Be proactive and communication skills matter here a lot
- 13. Dont keep quiet during an interview, be active, and speak when necessary
- 14. Keep video on
- 15. Smile, it keeps the mood lighter

### After an Interview

- 1. Immediately fill up the feedback form a. Please fill info correctly, like rounds, company name etc b. Please fill detailed info of questions asked during interviews, this helps us understand how your interview are We do a lot of analsyis to improve experiences as well. We take a lot of feedback seriously here. So detail out all the questions asked here
- 2. If you had asked for a feedback from the interviewer, they may not tell you accurately how the interview is, so even if you get some positive feedback, it may not necessarily be true, lets respect the interviewers as well a. interviewers dont want to be rude b. they dont want to make you nervous
- 3. If you get emails, do not respond to emails without any proper ettiquetes a. Follow Email ettiquetes  $\underline{\text{Example}}$  b. use grammarly
- 4. Reach out to your placement team and update them on status, remember we are working together on this, so it goes a long way to know that you are keeping us