WEB DEVELOPER LEARNER HANDBOOK

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https://ghana.generation.org/web-developer/

Welcome message from the Skills Training Team

Hello Learner,

Welcome to the 2024 Web Developer Program! We are delighted to have you on board as the newest cohort, ready to embark on a transformative learning experience! Over the next few months, our dedicated team will guide you as you work on enhancing your skills and building yourself professionally.

As you settle in, remember that this program is not just about acquiring skills but also becoming job ready .This is an important aspect of your journey here. So put your best foot forward, engage with your instructors, collaborate with your peers and make the most of this opportunity. We are here to support your growth and we look forward to celebrating your achievements throughout this endeavor.

Warmest Regards,
The MEST Skills Training Team.

Getting Started

Program Duration

Monday 27th May 2024 - Friday 16th August 2024
9AM-4PM

Key Dates:	
Monday 27th May 2024	Classes Start
Monday 10th June 2024	Virtual Internships Starts
Monday 22nd July 2024	Internship Immersion Starts
Friday 16th August 2024	Final Demo Day

Location

MEST Africa Campus

Alpha Class - MEST Main Campus
Beta Class - MEST Main Campus

(These locations may change, be on the lookout on the communication channels for updates)

Point of Contact

Name	Role	Contact
Michael Hammond	Lead Instructor	michael.hammond@meltwater.org
Theodora Gyambrah	Support Instructor	theodora.gyambra@meltwater.org
Racheal Kuranchie	Support Instructor	rachael.kuranchie@meltwater.org
Rahmat Olajumoke Akintola	Technical Support Instructor	rahmat@meltwater.org
Liana Tamakloe-Ekuadzi	Program Manager	liana@meltwater.org
Marian-Rhoda Akondor	Program Associate	marian-rhoda@meltwater.org
Rhema Andah	Program Associate	rhema@meltwater.org
Diana Dickson	Program Administrator	diana.dickson@meltwater.org
Emily Otoo-Quayson	Program Administrator	emily.quayson@meltwater.org
Nathaniel Agbomson	Program Administrator	nathaniel.agbomson@meltwater.org

Program Summary

The "GROW" - Ghana Remote and Online Work, is a coalition-driven project aimed at upskilling young Ghanaians with digital skills and connecting them to remote work.

This is planned to be achieved by delivering short, intensive training in professions such as Web Development, Digital Marketing, Data Science & Analytics, and Digital Customer Service. This cohort is focused on Web Development implemented by MEST Africa.

The objectives of the program are as follows:
- Provide training in digital skills
- Support graduates to secure remote work and freelance opportunities.
- Create a pathway for young people to pivot into tech
- Expose young people to impactful learning to leverage multiple approaches such as programming labs, role plays and project simulations.

At the end of this 12 - week programme, you will learn relevant behavioural, mindset and technical skills through a comprehensive instructor-facilitated training boot camp that integrates real industry scenarios with hands-on projects and case studies.
Getting Started

Here is the detailed program curriculum, it outlines what you will be learning everyday.

Web Development Curriculum

Google Classroom is an educational platform designed for communication and collaboration between you, the learner and your instructors. It will be a centralized hub for organizing classes, distributing and collecting assignments digitally, and sharing announcements. It will also be used to grade your assignments and provide feedback.

Here is a tutorial on how to use Google Classroom:
A Student's Guide to Google Classroom

Jira is a project management and issue tracking tool utilized for efficient team collaboration and task management. It allows teams to plan, track, and prioritize work, while also supporting Agile methodologies like Scrum and Kanban. The platform facilitates communication through features like comments and mentions, and its reporting tools enable users to monitor project progress and team performance.

Here is a tutorial on how to use Jira:
How To Use Jira

Behavioral Skills and Mindsets

Behavioral skills and mindsets are an essential part of professional development. They are also a core part of the program, these articles provide some context on why these skills are necessary and pivotal for your career.
- **Mindsets: A View From Two Eras**
- **Expanding Minds: Growth mindsets of self-regulation and the influences on effort and perseverance.**

YOUR LEARNING JOURNEY

Your Learning Journey

Training Bootcamp

This programme will be delivered full-time, in-person over the course of 12 weeks. This part of the program curriculum prepares participants to be full-stack web developers through crash courses, 'code Alongs' and practical application of learnings. By the end of the program, you should have a comprehensive understanding of both front-end and back-end development. You will be equipped with a broad technical skill set crucial for full-stack roles. This breadth of knowledge allows learners to work on web development projects independently.

The web development program incorporates hands-on projects and real-world scenarios to ensure that all learners are confident and are ready for the workforce. Technical skills are taught using 'Code Alongs' and 'Crash Courses'.

Behavioural Skills & Mindsets (BSM)

As an upcoming full-stack web developer, it is important to recognize the critical importance of soft skills, behavioral attributes, and the right mindset alongside technical prowess. These qualities will contribute to your overall effectiveness in the dynamic and collaborative world of web development.

You will have daily BSM sessions with your instructors, especially in the first two weeks of the program. This is meant to set the tone for your learning and prepare you to be job ready.
Skills like effective communication, problem-solving acumen, and adaptability are key components, enabling you to navigate complex challenges, work seamlessly within teams, and embrace evolving technologies. The emphasis on creativity, time management, and client interaction further underscores the holistic skill set required for success, especially in full-time or freelance roles.

In essence, full-stack web developers need to view themselves not just as coding experts. This dual focus on both technical and soft skills equips them to not only deliver high-quality projects but also to collaborate effectively, adapt to industry changes, and continually grow in a field that demands a multifaceted skill set.

Virtual Internships

Virtual Internships are an opportunity to work on simulations of real-world problems. This also provides a safe and secure environment for experimenting, learning and trying again. Using **Forage** and other resources, learners have the opportunity to practice their newly acquired skills for 3 hours every day.

Your Learning Journey

Here is a step-by-step process on what to expect from the virtual internships.

1. TEAM FORMATION

Learners are put in teams based on random selection. Each team must have a Team Lead and other well defined roles

2. INTERNSHIP PROJECTS

There will be 2 individual simulation projects starting in week 3. The first takes at least 1 week to complete while the second takes at most 5 weeks to complete. In addition to that, group project assignments will also be assigned to teams bi-weekly starting in week 3 where each team is expected to work together and present their work after 2 weeks from the date of the group project assignment.

3. PROJECT MANAGEMENT

Each team will have daily spin-up meetings and submit a weekly work plan on Tuesday every week. The work plan will include all deliverables, team members responsible and status updates.

4. PROJECT PRESENTATION

Each team will present their solution to a panel of judges including the technical support staff and the instructor. The presentations will happen every two weeks.

5. PROJECT SUBMISSION

All project submissions will be done on Google Classroom before the presentation.

Your Learning Journey

Here is a step-by-step process on what to expect from the virtual internships.

6. PRIZES

Prizes will be given to the best team project and presentation.
Internship Immersion

As a core part of your curriculum, you will spend one month immersing yourself in a software/web development team. This will allow you to gain real world experience, build your portfolio, refine your behavioural skills and prepare for your upcoming jobs.

Below is a breakdown of what you can expect from the Internship Immersion

Activity	Description
Introductory Call	Introductory call with the organisation to introduce you, the learner, to your assigned organisation. This call will also set expectations for the 4-week internship, outlining goals, milestones, and the collaborative framework.
Group Formation	You will be divided into groups based on their skills and preferences. Each group is assigned a dedicated mentor/lead from the immersion organization for personalized guidance.
Expectation Setting	Your assigned organization will host a call with each group to set clear expectations, outline tasks, and introduce the scope of work.
Update Meetings	You will submit progress reports submitted every Monday and Wednesday, checked by the Technical Support assistant.
Technical Support Meetings	Your assigned technical support mentor will meet with you on a weekly basis to discuss your progress, provide assistance, and offer solutions to challenges faced.
Learner Monitoring & Evaluation	You will be evaluated by your team lead within your assigned organization, this feedback will count towards your graduation.

Mentoring

The purpose of mentoring sessions are to provide support to you to ensure a more holistic development and achievement of your goals. It is also an opportunity for the team to gain an awareness of your personal skills and attributes to find the best opportunities for you.

During your time with your mentors, you as a learner, will process and internalize your thoughts, goals and feelings about your professional development and advancement.

Requirements

- Social & Employment Support Check-ins

A minimum of two(2) 1:1 social and employment support check-ins (mandatory). This will be a space for you to reflect on your time in the program so far and re-evaluate your personal goals. Mentors will also check in on your employability skills, specifically your career & growth trajectory. Your mentor will provide feedback on your CV and other career documents to be fully employment-ready by the time you graduate.

These sessions will last between 10-20 minutes conducted online via Google Meet. A Calendly link will be sent with available slots.

- Mock Interview

Employment mentors will have 20 minute slots available on a weekly basis; learners are invited to schedule mock interviews to practice. Although this is not mandatory, you are encouraged to participate. You will receive feedback on your interview responses and strategies to improve your interviewing skills.

- 1-1 technical support check-in post program completion

After you've graduated from the program, your mentors will reach out to you for one last check on your progress and other aspects of dealing with professional work.

These three 1:1 sessions are required and are a representation of your focus and commitment to the programme. Missed sessions will prevent you from receiving fully from the programme - the team will take further action to evaluate the best course of action should sessions be missed.

Employment

JOBS & FREELANCING

Jobs & Freelancing

In the 6th week of the web developer program, you will get to choose between two distinct tracks:
- Full-time Employment, or
- Freelancing

Ultimately, the 6th week serves as a pivotal moment for learners to shape their future in the web development field. Armed with a comprehensive understanding of both traditional employment and freelancing, you can make an informed decision based on your individual aspirations and preferred work style

Requirements

Full-time employment track:
Learners will be matched with employers who have a need for their skills. Matching will be done by the Programs Team. Once you have been matched, you may have to go through the employer's internal hiring processes. Learners will be equipped with the skills, knowledge and tools needed to excel in this track.

Freelancing Track:
The freelancing track is for learners who would like to enter the world of self-employment. Learners will be matched to Superagents. Superagents are mentors who will guide you along your freelance journey. They will connect you to clients, work with you on existing projects and ensure you are on track to making a sustainable living from freelancing.

The program will delve into strategies for building a personal brand, marketing services, and managing the unique challenges of freelancing, such as client negotiations and project pricing. These additional topics will be beneficial to any learner whether you are interested in freelancing or not.

Graduation Criteria & Other Expectations

Attendance: Attend all classes, soft skills sessions and other organized programme activities. Always speak with your program manager if a challenge comes up and you cannot be in class at a particular time.

Assignments: Submit all assignments before the deadline

Final Pitch: Deliver a group final pitch at the end of the program.

Virtual Internships & Internship Immersion
1. Completed all virtual internship tasks, presentations and group assignments.
2. Completed internship immersion with good feedback from the team leader/employer

Complete Career Support Activities
Submit all career support assignments, surveys and interviews

Laptops & MIFI Devices

- Each learner will be assigned a laptop and data device to use, this shall be the same device they are eligible to use for the entire duration of the program and until ownership is transferred to the learner upon fulfillment of all ownership transfer terms.

- All repairs or maintenance requests shall be communicated to the program team, who will then arrange for the device to be conveyed to the service provider for repairs.

- Laptops must be signed in and out **EVERYDAY** with the Device Management Team.

- If you do not return your laptop or take it home, you will face disciplinary action

- There will be payment plans to buy the laptop at the end of the program. The payment plans will be communicated to you at a later date. (TBC)

Graduation Criteria & Other Expectations

Stipends

A stipend is a nominal sum of money paid to learners to help cover basic costs while they receive training. These stipends are given to offset some of the expenses such as food and transportation trainees incur.

Stipends are paid at the end of every week. In order to receive the weekly stipend of GHC, each candidate must:

- Complete the Stipend Form
- Attend all workshops and submit all assignments during that week
- The stipend will be paid at the end of the week
- Your stipend will be prorated based on how many days you attend.

For example, if you only attended class on Monday, Tuesday and Friday, you will receive three (3) days worth of stipend.

If you do not receive your stipend, reach out to the program lead in the hub you are training with or send us an email at recruitment.skills@meltwater.org

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