

Development Course Overview

# Instructor Information

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| Instructor | Email | Phone |
| **Bipin Butala**  **Anthony Morano** | Bipin.butala@astontech.com  Anthony.morano@astontech.com | 612-231-4214  763-486-3147 |
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# General Information

## Expectations and Goals

1) At the start of each week, please send me an email with your proposed training schedule. If anything needs to change, please make sure you communicate that with me.

2) Send a weekly update email to [mentors.mn010.dev@astontech.com](mailto:mentors.mn010.dev@astontech.com) .  This should be sent before you leave for the weekend on Friday.  It should cover your progress for that week, issues you ran into and resolved, outlook for the week ahead, and any other questions or concerns you may have.  This email should be detailed and formatted in multiple paragraphs.  It should exemplify the type of email you would send to a team lead or project manager in a corporate environment.

3) The dress code is slacks, dress shirt, and dress shoes.  Sweaters, cardigans, polos, and the like are also acceptable. Friday is casual day.

4) You are evaluated on technical AND personal/communication abilities.  This is an ongoing evaluation process from day 1 and you will be asked to demonstrate your retention of knowledge through presentations and oral communication.

5) The training facility is open from 9am - 7pm Monday-Friday but most times someone is here by 8am and until 8pm. Please communicate with me if you intend to work on the weekends.

6) You should check your Aston email at least daily if not multiple times per day as that will be the primary means of communication from the trainers as well as other Aston employees.

7) The first section of training (database) must be completed within 2 weeks.  Failure to do so could result in dismissal from the training program.

8) Your first task should be to check all social media profiles you must make sure they are not visible to the public and do not contain any work history or education.  Also, remove any resumes you may have posted to Monster, Dice, Career Builder, etc.  You should send me an email when this is complete so I can verify that I cannot find anything.

9) You will need to fill out a daily time sheet via ADP.  This time sheet will detail what tasks you spent time on during a given day and what hours of the day you worked on them.  This will prepare you for your first project when you must submit similar time sheets to your customer and Aston management.  I will be sending a separate email with instructions to log into ADP and enter your hours.

10) After you get access to Moodle please take a moment to update your profile with your phone number so we can reach you quickly if needed.

11) Part of the course is learning how to be resourceful and learning the ability to solve problems independently. If you run into problems during the curriculum follow the following methodology.

* Spend 20 minutes trying to solve the problem independently
* Bring the problem to a peer and work for 20 minutes together.
* If you’re still unable to solve the issue, ask an instructor.

# Course Materials

## Required Materials

* **Aston** **Laptop**
  + You should receive a laptop from your trainer or on-board personnel.
* **Document** **with** **Default** **Username** **and** **Passwords**
  + You should receive a printed-out email document that contains your credentials, email address and default user name and passwords. You will need this to log into your laptop, to the network, your email and your online curriculum.

## First Steps

* **Office** **365** **Webmail** 
  + The next step is to get your online email account set up. The main form of communication between you and the trainers will be via email. Please check your email routinely throughout the day. You want to check it first thing in the morning before starting your training and at the end of the day before you leave.
  + Start your web browser of choice and enter in the following URL:
  + https://portal.office.com
  + Enter your email address and the default password specified in the document that contains your default credentials.
* **Moodle**
  + - Moodle is our online curriculum platform. Moodle is where you will follow the curriculum which includes the videos, assessments and documents that you will need to complete your training.
    - Start your browser of choice and navigate to the following URL:
    - <http://moodle.aston.prod.com/>
  + Login
    - To login to Moodle, click the login click at the top-right of your browser of the login link at the bottom of the page.
    - Your Username and Password is your username specified in your credentials document and the password is the new Active Directory/Windows password you just created.
  + Enroll
    - Once you’re logged in, you will need to enroll in a training program. If you’ve been designated for the Java training program, you will enroll in Java. Click on the link for your specific training program to start the enrollment process. Please also make sure you are selecting the correct location.
    - Minnesota students = MN
    - Virginia students = VA
    - California students = CA
  + The next page will include a form. You don’t have to worry too much about completing the form. Just complete the fields that are required.
  + Click the update profile/save button at the bottom of the page. You can close out of this browser session. An automated email should be sent to your email account. Click on the link in the email to verify your enrollment in the training program. Sometimes a bug in Moodle makes you update your profile again. If this happens, once you click the link in the email, go ahead and click the update button at the bottom of the page and go back to the home page of Moodle to access your training program.
  + You are now all set to go with your training. Please start with the first introductory video on Moodle and follow the directions and curriculum for your specific training program.
* **Slack**
  + In your email, you should receive an invite to our Aston Development slack site.
    - If you do not receive this email, please alert one of the trainers.
  + Click on the link in the email and follow the instructions.
  + There are multiple channels in Slack for different topics, enroll in as many as you’d like.

# Course Schedule

| Week | Topic | Reading |  |
| --- | --- | --- | --- |
| 1 | Linux | Getting Started with Ubuntu 16.04.pdf |  |
| 2, 3 | Database |  |  |
| 3 – 6 | Object Oriented Programming |  |  |
| 6 – 10 | Web Programming |  |  |
| 10 – 12 | Service Oriented Architecture |  |  |