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| ***Learner Name*** | *Lee Winstanley* |
| ***Apprenticeship programme*** | *L5 Data Engineer* |
| ***Coursework / Portfolio being reviewed*** | *Portfolio submission 1* |
| ***Coursework / Portfolio submission date*** | *21/05/24* |
| ***Month into programme*** | *5* |
| ***Skills Coach*** | *Mark Burton* |

[*For each LO please indicate if it is Complete / Partially complete / Incomplete*]

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| Learning outcomes for this piece of work | | |
| K1 | Processes to monitor and optimise the performance of the availability, management and performance of data product. | *Complete* |
| *S15* | Optimise data ingestion processes by making use of appropriate data ingestion frameworks such as batch, streaming and on-demand. | *Complete* |
| *K10* | Concepts of data governance, including regulatory requirements, data privacy, security, and quality control. Legislation and its application to the safe use of data. |  |
| *K3* | Data normalisation principles and the advantages they achieve in databases for data protection, redundancy, and inconsistent dependency. | *Complete* |
| *K5* | The inherent risks of data such as incomplete data, ethical data sources and how to ensure data quality. | *Complete* |
| *B4* | Takes personal responsibility towards net zero and prioritises environmental sustainability outcomes in how they carry out the duties of their role. |  |
| *K18* | How to use streaming, batching and on-demand services to move data from one location to another. | *Complete* |
| *K28* | Continuous improvement including how to: capture good practice and lessons learned. |  |
| *K27* | The principles of descriptive, predictive and prescriptive analytics. | *Complete* |

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| Provisional grade for piece of work | *Good* |

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| **Steps to improve your Knowledge, Skills and Behaviours** | |
| ***Fully evidenced KSBs*** | Hi Lee,  Overall, I’m very pleased with your work!  Please see below for additional comments on your portfolio introduction.  K1 – Evidenced on page 1 of your report through the tools and solutions used for monitoring like Dynatrace.  Inclusion of screenshots here is also beneficial and conveys to the assessor you apply these skills in your role.  K3 – evidenced on pages 2 and 3 through your definition of data normalisation along with a practical example (People and Places team data) along with benefits observed and accompanying screenshots.  K5 – this is met on pages 3 through discussion of various data quality issues like data drift along with methods of checking for data quality like data validation rules, data cleansing etc.  S15/K18 – Evidenced through description of data ingestion frameworks and optimisation – e.g., micro-batching and multi-processing, moving data from Jira to PowerBI.  K10 – Partially evidenced here – I think you could elaborate on specific legislation adhered to (specifically around your comment on non-compliant/non-verified data sources) such as principles of UK GDPR.  K27 – Evidenced through descriptions of each analytics type and examples provided e.g., training records. |
| ***Partially evidenced/missing KSBs*** | If you like, you could add in some detail surrounding net zero (e.g., does your company have considerations on energy consumption with cloud computing and how these are mitigated) along with continuous improvement principles you use in your role? Otherwise, you can reference these in another portfolio project. |