



HUBLISTENER INC

ONBOARDING PLAN

30 DAYS
TO SUCCESS

DATE

31 JANUARY 2019

DESIGNED BY

HUBLISTENER INC.

OVERVIEW

OBJECTIVE

This onboarding document is a 30 day plan to bring you, our valued employee, up to speed with our application and procedures.

It will start with small tasks and ramp up over the the 30 days giving you ample opportunity to ask questions!

If you have any questions about the onboarding plan, its material, please contact your peer buddy or supervisor.

Your success is our success and we hope this onboarding plan will achieve that!

Lets Get Started!

YOUR BUDDY

New? Lots of experience in the industry? Doesn't matter! HubListener pairs you with a buddy to make sure you feel right at home! Your buddy through the first 30 days will provide insight on the tasks assigned and will walk you through some of the challenges

It is your responsibility to ask your buddy any questions you may have!

TASKS

The type of tasks that are part of this onboarding vary. Some of them include understanding the research associated with the solution. Others, maybe readings about the potential clients and their industries. Lastly, there will be coding such as running queries with various API's, etc. The tasks are meant to give you a breadth knowledge of the day to day operations!

DAY I - V

Readings

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/WIKI/REFERENCES](https://github.com/PJMC-Oliveira/hublistener/wiki/References)

READ :

Toolkit for Automatic Collection and Predictive Modelling of Software Metrics
- By: Tim Johnston

A Survey of Dynamic Software Metrics

- By: Jitender Kumar Chhabra, Varun Gupta

Procedure/Policy

NAVIGATE TO:

[HTTPS://WWW.SCRUMGUIDES.ORG/SCRUM-GUIDE.HTML](https://www.scrumguides.org/scrum-guide.html)

READ & UNDERSTAND:

HUBLISTENER follows Scrum Methodologies. Read about it more at the link provided above. After this, speak to your team and understand the key meetings and lingo used to ensure success. If you have any questions, definetly use this

Code

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/WIKI/QUICK-START](https://github.com/PJMC-Oliveira/hublistener/wiki/Quick-Start)

TRY IT OUT:

Follow the Quick-Start guide to get the code setup. Make sure you are able to run the application against the dummy repository and automated testing works as designed. You can verify this through your buddy.

DAY VI - X

Readings

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/WIKI/REFERENCES](https://github.com/PJMC-Oliveira/hublistener/wiki/References)

READ:

A Software Metrics Survey

- By: S.D.Conte, H.E.Dunsmore, V.Y.Shen, W.M.Zage

State of the Practice for Software Tools in Medical Imaging

- By: Vasudha Kapil, Spencer Smith, Jacques Carette

Procedure/Policy

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/TREE/MASTER/DOC/ONBOARDING](https://github.com/PJMC-Oliveira/hublistener/tree/master/doc/onboarding)

READ & UNDERSTAND:

HUBLISTENER Organizational Chart: Understand the organizational chart, how you fit and who is who. This will be handy when you need help. Your manager will quiz you on this, so make sure you know!

Tip: Ask your peer buddy to introduce you to some interesting people!

Procedure/Policy #2

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/WIKI/CONTRIBUTOR'S-GUIDE](https://github.com/PJMC-Oliveira/hublistener/wiki/contributor's-guide)

READ & UNDERSTAND:

HubListener's contributors guide provides insight on the structure of our repository and links to our Development Plan. Be sure to read about this and ask any questions about the policies that this team utilizes.

DAY XI - XV

Readings

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/WIKI/REFERENCES](https://github.com/PJMC-Oliveira/hublistener/wiki/References)

READ:

State of the Practice for Software Tools in Spatial Analysis

- By: Vasudha Kapil, Spencer Smith, Jacques Carette

State of the practice for mesh generation and mesh processing software

- By: W. Spencer Smith, D. Adam Lazzarato, Jacques Carette

Procedure/Policy

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/TREE/MASTER/DOC/DESIGNSPECIFICATIONDOCUMENT](https://github.com/PJMC-Oliveira/hublistener/tree/master/doc/designspecificationdocument)

READ & UNDERSTAND:

HUBLISTENER Design Specification Document: A guide to the design decision. Please understand the architecture and why the solution is built the way it is. Use the opportunity to understand the patterns.

Code

TRY IT OUT:

Use this opportunity to review what you learned from the Design Specification Document to navigate around the code. Put break-points, print statements, and whatever you need to understand the various paths that the program goes through. We want you to be an expert!

DAY XVI - XX

Readings

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-Oliveira/hublistener/wiki/References](https://github.com/PJMC-Oliveira/hublistener/wiki/References)

READ:

State of the Practice for GIS Software

- By: W. Spencer Smith, D. Adam Lazzarato, Jacques Carette

Radio Astronomy Software: State of Practice

- By: Zheng Zeng, Spencer Smith, Jacques Carette

Procedure/Policy

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-Oliveira/hublistener/tree/master/doc/Verification%26ValidationPlan/vnvreport/systvnrpt](https://github.com/PJMC-Oliveira/hublistener/tree/master/doc/Verification%26ValidationPlan/vnvreport/systvnrpt)

READ & UNDERSTAND:

HUBLISTENER Verification & Validation Report. Here you will understand how we verify and validate our requirements. It also shows a series of test matrices that are used to test the application on various levels.

Code

TESTING PRACTICE:

Use this opportunity to review the automated unit testing and manual QA strategies in place. Ensure you can run the automated testing and try to add some new test cases to the matrix.

Talk to your peer buddy about committing your new test cases!

DAY XXI - XXV

Readings

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/WIKI/REFERENCES](https://github.com/PJMC-Oliveira/hublistener/wiki/References)

READ:

State of the Practice for Developing Oceanographic Software

- By: Spencer Smith, Yue Sun, Jacques Carette

Seismology software: state of the practice

- By: W. Spencer Smith, Zheng Zeng, Jacques Carette

Procedure/Policy

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/TREE/MASTER/DOC/POSTER](https://github.com/PJMC-Oliveira/hublistener/tree/master/doc/poster)

READ:

Take a look at our poster that we provided to the public so that they could understand our application. It entails how we are product helps and was the backbone to ensuring we received approval to move forward!

Code

LATEX TRAINING:

[https://www.overleaf.com/learn/latex/Free_online_introduction_to_LaTeX_\(part_1\)](https://www.overleaf.com/learn/latex/Free_online_introduction_to_LaTeX_(part_1))

Use this opportunity to brush up on your LaTeX! Create/Edit and practice producing LaTeX documentation. Review our documentation and ensure you have all the necessary packages.

DAY XXVI - XXX

Readings

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/WIKI/REFERENCES](https://github.com/PJMC-Oliveira/hublistener/wiki/References)

READ:

Statistical Software for Psychology: Comparing Development Practices Between CRAN and Other Communities

- By: Spencer Smith, Yue Sun, Jacques Carette

A Rational Design Process: How & Why to Fake it

- By: David Lorge Parnas & Paul C. Clements

Code

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/PROJECTS/1](https://github.com/PJMC-Oliveira/hublistener/projects/1)

Write:

Here, you will find issues assigned to you. The issues will range from a variety of things. These tasks will be one or more of the following:

1. Documentation
2. Feature Addition
3. Test Case Creation
4. Code Review
5. Research

Survey

NAVIGATE TO:

[HTTPS://GITHUB.COM/PJMC-OLIVEIRA/HUBLISTENER/TREE/MASTER/DOC/ONBOARDING/ONBOARDING SURVEY.PDF](https://github.com/PJMC-Oliveira/hublistener/tree/master/doc/onboarding/onboarding_survey.pdf)

You are done your onboarding! Please fill out our survey to help us understand how we can improve our processes!