

## Employer's Endorsement

It is with great pleasure that I endorse Quang Minh Tran for his exceptional performance during his co-op term at the City of Brampton. Minh has been an invaluable member of team, demonstrating remarkable dedication, technical expertise, and a collaborative spirit.

Throughout his co-op term from September 2024 to August 2025, Minh has made significant contributions to our projects, particularly in enhancing web accessibility and quality assurance. His work on the Grow Green project, where his contributions to the site redesign was instrumental in ensuring that our digital platform continues to meet the highest standards of accessibility and usability.

A prominent illustration of Minh's collaborative abilities occurred during the Grow Green website redesign project. Minh enhanced his project management skills by effectively coordinating with cross-functional teams to ensure the successful implementation of the site overhaul. Clear and effective communication played a key role as he worked closely with content coordinators, designers, and stakeholders, providing comprehensive reports, presentations, and recommendations regarding site structure, usability, accessibility, and quality assurance. His contributions resulted in a website that was not only structurally improved and compliant with brand standards but also user-friendly, inclusive, and accessible.

In addition, Minh's has played a vital role in elevating our web accessibility standards. He has conducted in-depth web accessibility audits, identify WCAG compliance issues, and implement effective targeted solutions that have significantly boosted our accessibility compliance score. His technical skills in HTML, CSS, JavaScript, and jQuery, combined with his proficiency in using tools like SiteImprove and Microsoft SharePoint, have been instrumental in achieving these improvements.

Beyond his technical contributions, Minh's positive attitude, willingness to learn, and ability to work seamlessly with team members collaborating with developers, designers, and stakeholders, ensuring that all projects were completed to the highest standards, have made him a standout co-op student.

**We are deeply grateful for Minh's hard work and dedication. His contributions have not only benefited our team but have also had a positive impact on the City of Brampton's digital infrastructure. Minh's commitment to excellence and his passion for innovation make him a valuable asset to any team.**

**Thank you, Minh, for your outstanding contributions and for being a great member of our team! We wish you all the best in your future endeavors.**

Sincerely,

Mara Garcia Lanz

Team Lead, Information Technology

City of Brampton

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I confirm that I have reviewed this report and that the information contained within is accurate and does not include any confidential or proprietary content.

Name: Mara Garcia Lanz

Company: City of Brampton, Corporate Services - Information Technology

Supervisor Signature: ML

Date: 07/21/2025

## **The Clean Divorce**

*Digital Experience Enhancement Project*

*Redesigning the Assessment Tool and Booking Process for a Seamless Support Journey*

**Date:** 03/20/2025

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**Institution:** The Clean Divorce

**Project Manager:** Suzanne Winlove-Smith

### **To Whom It May Concern,**

I am writing this letter to highlight the remarkable contributions of Maris to ***The Clean Divorce Digital Experience Enhancement Project***. Maris played an essential role in the technical development and redesign of the client assessment tool, demonstrating a high level of expertise in software development and technical implementation.

Maris's work focused on the end-to-end development process, including system design, front-end architecture, and technical deployment. He took the lead in enhancing the user interface, ensuring responsive web design and seamless user experience across desktop, tablet, and mobile views. Maris's technical skills allowed him to implement sophisticated features that improved usability and web accessibility while maintaining visual consistency and performance.

On the backend, Maris was responsible for secure data capture and management, designing a structured system for data storage and retrieval through Wix's platform. The integrated automated processes to streamline data flow and ensure efficiency in capturing and processing client information. Maris also created detailed technical documentation, providing clear guidelines for future maintenance and scalability of the system.

In addition to his technical expertise, Maris played a key role in project coordination and communication, hosting regular meetings and aligning development efforts with the project's strategic goals. His ability to translate technical requirements into actionable tasks helped maintain project clarity and progress throughout all phases.

Maris's blend of software development, technical problem-solving, and collaborative leadership made a significant impact on the success of this project. His dedication and skill set would make him an invaluable addition to any technical team.

Sincerely,  
Suzanne Winlove-Smith

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Tel: 613-805-0022

- My Dashboard
- My Projects
- My Experiences
- My Achievements
- My Bookmarks

Minh Tran > Feedback

Feedback details

Share

★ ★ ★ ★ ★ (5.0)


Communication ★ ★ ★ ★ ★

Creativity ★ ★ ★ ★ ★

Critical Thinking ★ ★ ★ ★ ★

Professionalism ★ ★ ★ ★ ★

AUTHOR



Suzanne Winlove-Smith

Ceo, Founder

EXPERIENCE  
Advance Ontario: January 2025 Cohort

PROJECT  
Website Integration and Enhancement for The Clean Divorce

CREATED AT  
March 14, 2025

Student feedback

Operational efficiency

Communication

Web site analysis

Compassion

Research

Customer relationship management

Data management

Operations

Maris was instrumental in enhancing our website’s assessment tool, leading both its design improvements and the migration of client assessment data. They meticulously reworked changes and enhancements to ensure the tool was user-friendly and effective, demonstrating both technical skill and creative problem-solving. In addition to their hands-on contributions, Maris took full responsibility for tracking team members’ progress, documenting all completed tasks, and ensuring a smooth handover. Their commitment was evident in their consistent attendance at all meetings and their excellent communication, keeping the team aligned and on track. Their dedication, leadership, and attention to detail were key to the project’s overall success.

CUSTOM QUESTIONS

- Q1 - TEXT SHORT

What notable qualities or skills did the student demonstrate throughout the project?

Communication, teamwork, creativity, problem solving, attention to detail
- Q2 - TEXT SHORT






How did the student engage with stakeholders during the project?

consistent communication, attending all meetings, additional emails and calls when necessary
- Q3 - TEXT SHORT

Did the student effectively manage their time and meet project deadlines? If so, how?

Self managed and directed all work, problem solving, asking questions and showing excellent organizational skills and time management

Respond

-  My Dashboard
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Minh Quang Tran > Feedback

## Feedback details

Share

★★★★★ (5.0)



### Team feedback

Needs assessment   Wordpress

The skills, enthusiasm, and dedication of this team, Abdelrahman Baba and Minh Quang Tran, are what made this website migration project successful. The team worked efficiently and communicated well, never hesitating to ask for clarification when required. They understood the project goals and successfully translated business requirements into technical functions. They also suggested future enhancements to the website. The team met all project goals and delivered a fully functioning website and a comprehensive technical document on time. The work done was exceptional. Abdel and Minh employed critical thinking, creativity, and high level of technical skills on this project. I highly recommend them for future projects. No employer should hesitate to hire Abdelrahman Baba and Minh Quang Tran for their projects!

Respond

AUTHOR

 **Satinder Sahota**  She / Her  
Owner &...  

EXPERIENCE

[Advance Ontario](#)

PROJECT

[GHS Reunion Website](#)

CREATED AT

April 17, 2024

