

Portfolio of Sarah Browning



NSCC WEB PROGRAMMING
COMM 3700
DECEMBER 2021

Portfolio

Sarah Browning

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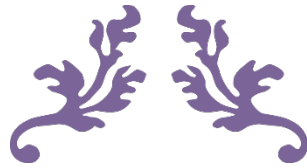
Statement of Originality and Confidentiality

This is the Portfolio of Sarah Browning. Please do not copy without permission. Some of the exhibits or work samples and/or services samples are the propriety property of the organization whose name appears on the document. Each has granted permission for this product to be used as a demonstration of my work.



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*“When a person really desires something,
all the universe conspires to help that
person to realize his dream.”*

–Paulo Coelho, *The Alchemist*

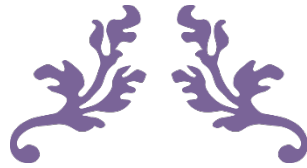
Introduction

Hello and welcome! My name is Sarah Browning, and I am a web programming student currently studying at the Marconi campus of NSCC. This Portfolio has been created not only to satisfy the graduation requirements at NSCC, but also to display samples of my work and demonstrate how my skills have improved throughout my education.

When I began my learning in September 2020, I had spent more than a decade pursuing various careers in customer service and retail fields and felt ready for a change. I had some experience dabbling in various web technologies and programming languages, being interested in these things since my high school days, yet I had not produced much of anything to show for it. I did feel it was time to turn that dabbling interest into something more and began my transition into the IT sector as a budding web programmer. Closing in on the last days of my first year, I feel that I have gained a wealth of knowledge that I look forward to expanding on further in the coming year.

My Portfolio aims to give you, the reader, a glimpse into who I am as a person, an employee, and a developer. Through the work samples that are included, I will demonstrate my technical proficiency, as well as give insight into my critical thinking and development process. On the following pages, you will find a copy of my resume, a cover letter, my skills inventory, future goals, certificates, and of course, my work samples. I have also included the course outlines from my first two terms at NSCC to emphasize the course outcomes that I have satisfied in completing my studies.

I would like to thank you for taking the time you spend reading my Portfolio, examining my work, and considering me as a prospective employee. I have enjoyed putting this together and I hope that you enjoy perusing it. I look forward to hearing your thoughts on my work and encourage any constructive criticism you may have to offer.



*“Whatever you can do or dream you can
do, begin it. Boldness has genius,
power and magic in it.”*

– Goethe.”

Goals

Short Term Goals (within 2 years)

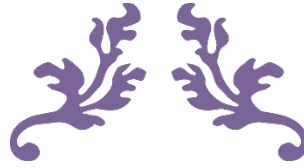
- ❖ Satisfy academic requirements for graduation from NSCC
- ❖ Obtain employment in the IT sector as a Junior Developer
- ❖ Design and create a professional portfolio website
- ❖ Adopt a bonded pair of kittens
- ❖ Begin investing for retirement

Medium Term Goals (within 5 years)

- ❖ Learn new programming languages
- ❖ Get married to my long-term partner
- ❖ Save a down payment to purchase a home
- ❖ Document my world-building for my D&D campaign(s)
- ❖ Go on a cruise vacation

Long Term Goals (5+ years)

- ❖ Obtain employment as a Senior and/or Freelance Developer
- ❖ Design, create, and launch a virtual tabletop program to surpass Fantasy Grounds, Roll20, and Foundry
- ❖ Vacation(s) to England and Scandinavia



COVER LETTER



*“The future belongs to those who believe
in the beauty of their dreams.”*

– Eleanor Roosevelt

ABOUT ME

Second year IT student transitioning to a web development career after more than 15 years of success in the customer service field. Maintained a 96% average in first year of courses, and is excited to excel in new challenges.

CONTACT

@ browning.sarah.a@gmail.com

📞 (902) 318 - 7060

🌐 <https://github.com/sarah-browning>

77A Company St,
New Glasgow, NS
B2H 1N9

OCTOBER 25, 2021

Mr. Dale Caume
Hiring Manager
SimplyCast.com
250 Baker Drive, Suite 236
Dartmouth, Nova Scotia

Sarah Browning

JUNIOR WEB DEVELOPER

DEAR MR. CAUME,

Are you looking for a Junior Developer/Programmer with:

1.5 years of experience with software development?

5+ years of experience working and attending school remotely?

Familiarity with the complete software development life cycle?

Excellent written communication and documentation skills?

A passion to excel as part of a hard-working team?

If so, then you need look no further. You will see from my enclosed resume that I meet all these qualifications and more. The job ad you posted to Indeed.com looking for a remote Junior Developer/Programmer caught my interest as I am a second-year student attending the IT Web Programming course at NSCC remotely. Your description of your company culture really resonated with me, as I also believe that a happy team results in a hard-working team.

I would very much like to discuss with you how SimplyCast and I can mutually benefit should I be selected for this opportunity. To schedule an interview, please call me at (902) 318-7060 or reach out by email at browning.sarah.a@gmail.com at your earliest convenience.

Thank you for taking the time consider my candidacy and for reviewing my resume. I look forward to speaking with you.

Sincerely,

Sarah A. Browning

Sarah Browning

Enclosure: Resume

ABOUT ME

Second year IT student transitioning to a web development career after more than 15 years of success in the customer service field. Maintained a 96% average in first year of courses, and is excited to excel in new challenges.

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🌐 <https://github.com/sarah-browning>

New Glasgow, NS



EDUCATION

🎓 **NOVA SCOTIA COMMUNITY COLLEGE**
IT Web Programming
2020 - Present

Sarah Browning

JUNIOR WEB DEVELOPER

SKILL HIGHLIGHTS

- Developed and tested a range of web applications using HTML 5, CSS 3, JavaScript, PHP 8, MySQL 5, React, Node.js, AJAX, JSON, and XML.
- Implemented GIT version control to track updates and revisions to software code for collaboration and accountability during college assignments.
- Designed, developed, and tested a Space Invaders clone using object-oriented programming and design principles through implementation of Java Swing.
- Configured, deployed, and maintained web servers for Windows and Linux operating systems using the MAMP and LAMP stacks from the command line.
- Designed and diagrammed an organizational chart and UML diagrams for a mock appliance warehouse implementing a new parts service.
- Utilized both Microsoft Project and Atlassian Jira to create, manage and collaborate on project planning and a work ticket system.

EXPERIENCE

WORK-AT-HOME CSR/SME/LEAD ASSOCIATE

HGS Canada

New Glasgow, Nova Scotia | *March 2018 - April 2020*

WORK-AT-HOME APPLE TECHNICAL SUPPORT AGENT

Concentrix

Stellarton, Nova Scotia | *March 2017 - August 2017*

TEAM MEMBER/BAKER

Tim Hortons

New Glasgow, Nova Scotia | *May 2014 - March 2017*

ACTING MANAGER CONTACT

Sears Personalized Gifts

Truro, Nova Scotia | *February 2013 - April 2013*

ENGRAVING AND SALES SUPPORT

Sears Personalized Gifts

New Glasgow, Nova Scotia | *May 2011 - August 2013*

Sarah Browning

browning.sarah.a@gmail.com | 902-318-7060
77A Company Street, New Glasgow, Nova Scotia, B2H 1N9

December 10, 2020

Dale Caume
HR Manager
Eastlink Corporate Offices
6080 Young St
Halifax NS B3K 5L2

Dear Dale Caume,

While exploring IT related job postings this week, I came across your advertisement for an IT Help Desk Administrator for Eastlink. I am interested in this position as I have been a long-time customer of Eastlink and have received fantastic service over the years. It would be my pleasure to be able to utilize my own skills in customer service and technical support to assist your other customers in receiving the same level of service I have come to expect. I know that Eastlink believes that the best people make the best companies, and I believe that I am the best person for this position.

I am familiar with many of the challenges that come from working remotely and have a dedicated office space to assist with eliminating distractions and background noise. I have more than a decade of customer service experience at my disposal and maintained an average customer service experience score of 94% in my last two remote positions. As shown in the enclosed résumé, I have supported desktop, laptop, and mobile users in both Windows and Mac environments with installation issues, troubleshooting and ticket creation. I believe that my technical aptitude, excellent work ethic, and previous experience in customer service and call center positions combined will make me a fantastic addition to your team.

You may contact me by email at browning.sarah.a@gmail.com or by phone between 8 AM and 6PM at (902) 318-7060. This line has private voicemail available should I miss your call. Thank you for taking the time to review my résumé today. I look forward to speaking with you soon to discuss how I can benefit Eastlink and your clients if given this opportunity.

Sincerely,

Sarah A. Browning

Sarah A. Browning

Sarah Browning
browning.sarah.a@gmail.com | 902-318-7060
77A Company Street, New Glasgow, Nova Scotia, B2H 1N9

HIGHLIGHTS OF QUALIFICATIONS

- Experienced leader in quality customer service
- Skilled at prioritizing and completing deadline sensitive tasks efficiently
- Self-reliant professional with an eye for detail
- Capable of maintaining a positive attitude under high pressure
- Able to type at a speed of up to 65 WPM with 98% accuracy
- Familiar with word-processing and spreadsheet software
- Excellent comprehension and retention skills; quick to learn and flexible to adapt
- Well developed listening skills to ensure all client needs are met

CAREER HISTORY

HGS Canada - New Glasgow

WORK AT HOME CSR/SME/LEAD ASSOCIATE March 2018 - April 2020

Provide friendly customer service over the phone for a telecommunications company. Assist customers with accessing accounts, processing payments, ordering hardware and making changes to products and services. Promoted to subject matter expert within 1 month of finishing training and began supporting new hires during on-the-job training period and providing chat support to phone agents. Promoted to lead associate after another 4 months and began leading virtual team meetings and handling supervisor calls and call backs.

Duties:

- Receive inbound calls and assist customers with making changes to their wireless products and services
- Process payments and provide credits and adjustments as required
- Use a combination of probing questions and troubleshooting to assist customers with technical issues
- Assist customers with setting up wireless devices, as well as explaining additional beneficial features
- Place orders for new hardware shipments and assist with necessary returns or repairs
- Perform call backs and follow up to customers as required by business needs
- Assist internal agents with real-time live chat support during their calls
- Lead virtual team meetings in Zoom of 5 - 10 people to educate and ensure compliance with new and changing policies and procedures
- Receive supervisor calls and resolve customer's concerns while following best practices and policies

Concentrix - Stellarton

WORK AT HOME TECHNICAL SUPPORT March 2017 - August 2017

Provided information and technical support to assist customers with their brand-name mobile devices. Set up appointments and mail-in repairs related to defective or damaged devices. Promoted to also offer technical support to customers with desktop computers.

Duties:

- Manage time wisely
- Quickly search the client's database for procedures and troubleshooting strategies
- Provide quick, targeted troubleshooting steps in easy-to-understand language
- Use a combination of probing questions and isolating variable factors to determine severity of issues
- Offer to schedule in-store appointments and setting up mail-in and drop off repairs
- Perform call backs and follow up to customers as required

Tim Hortons West Side - New Glasgow

TEAM MEMBER/BAKER

May 2014 - March 2017

Provided full-time front end customer service and bakery support in a high traffic restaurant and coffee shop. Along with other team members strove to reach, maintain, and exceed goal times of 25 seconds or less at the window in the drive thru. Received and processed payments while ensured food safety standards were met when preparing beverages and food products.

Sears Personalized Gifts - Truro

ACTING MANAGER CONTACT

February 2013 - April 2013

Offered a temporary position within a different store in the company. Responsible for leading a team to achieve results in quality of service, sales and profits. Maintained accurate and up to date records for staff and inventory in a service-based retail environment. Worked with district and regional management to improve store operations, sales, and profits, while meeting and exceeding results for quality of standards.

Sears Personalized Gifts - New Glasgow

ENGRAVING AND SALES SUPPORT

May 2011 - August 2013

Full-time support responsible for determining customers needs and providing relevant solutions. Assisted the Store Manager in providing training to staff, merchandising displays and identifying and chasing opportunities for business growth.

Needs Convenience - Trenton

CONVENIENCE STORE CLERK

December 2010 - April 2011

Responsible for quickly and accurately serving customers in a fast-paced environment while maintaining store cleanliness and merchandising displays.

Pay-4-Performance Marketing - New Glasgow

WORK AT HOME APPOINTMENT SPECIALIST

March 2010 - July 2010

Received inbound and outbound calls while working with limited supervision. Booked in-home appointments for a variety of international clients.

Convergys Customer Management - New Glasgow

INBOUND CALL AGENT

January 2007 - September 2008

Provided information on clients' medical insurance benefits and claim decisions to healthcare providers via telephone. Also performed call backs to providers when necessary.

ACADEMIC HISTORY

Nova Scotia Community College - Marconi Campus

IT - Web Development

Sydney, Nova Scotia

2020 - Present

Stellarton High School

Stellarton, Nova Scotia

1999 - 2003



WORK SAMPLES



*“If you knew how much work went into
it, you wouldn’t call it genius.”*

– Michelangelo

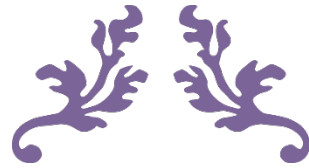
Work Samples

Due to the lengthy and somewhat interactive nature of the work that I have done, I invite you to view my GitHub profile page to view my work samples.

My highlighted repositories contain the code I am most proud of, but you are welcome to look around at all my contributions for a complete view of my skill and proficiency.

You can find my profile at:

<https://github.com/sarah-browning>



DOCUMENTATION



“I find my greatest pleasure, and so my reward, in the work that precedes what the world calls success.”

– Thomas A. Edison

Documentation

WHMIS

Nova Scotia Occupational Health & Safety Act

Course Outlines

- ❖ Advanced Object-Oriented Programming
- ❖ Client-Side Programming
- ❖ Data Fundamentals
- ❖ Full Stack Programming
- ❖ Logic and Programming I
- ❖ Introduction to Networking and Security
- ❖ Introduction to Object Oriented Programming
- ❖ Introduction to Systems Analysis and Design
- ❖ Introduction to Windows Administration
- ❖ Operating Systems - Linux
- ❖ Professional Practices for IT I
- ❖ Professional Practices for IT II
- ❖ Professional Practices for IT III
- ❖ Project Management
- ❖ Web Application Programming I
- ❖ Web Design Fundamentals
- ❖ Web Server Fundamentals
- ❖ Website Development
- ❖ User Interface Design and Development

LinkedIn Learning Completion Certificates

- ❖ Career Insights for Tech Professionals
- ❖ Craft a Great GitHub Profile
- ❖ Enterprise Architecture Foundations
- ❖ Giving your Elevator Pitch
- ❖ Hands On Mobile Prototyping for UX Designers
- ❖ How to Create a Perfect Elevator Pitch
- ❖ Java Essential Training for Students
- ❖ Learning Git and GitHub
- ❖ Learning GitHub
- ❖ Learning Linux Shell Scripting
- ❖ Learning Microsoft Project
- ❖ Learning Jira Software
- ❖ Leveraging Your Relationship Capital
- ❖ Linux Overview and Installation
- ❖ Managing Stress for Positive Change
- ❖ Programming Foundations Object Oriented Design
- ❖ Proven Tips for Managing Your Time
- ❖ SQL Essential Training
- ❖ Successful Goal Setting
- ❖ Supporting Your Mental Health While Working From Home
- ❖ UX Design 1 Overview
- ❖ Woman Transforming Tech Building Your Brand
- ❖ Writing Email

PROG 2200**Advanced OOP****Course Weight:** 60.00**Course Description**

Advanced object-oriented programming (OOP) builds on the student's understanding of object-oriented concepts in a project-based learning environment. The course includes application of object-oriented design principles and the software design patterns upholding these principles. This course includes development of network-aware applications and uses approaches such as multi-threading and distributed application models.

Rationale

Software developers are often faced with programming challenges that require abilities beyond basic programming skills. This course attempts to develop these abilities by covering advanced software development topics and having students apply these concepts.

Prerequisite(s):

PROG 1400 (Introduction to Object Oriented Programming), SAAD 1001 (Introduction to Systems Analysis and Design (AD))

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Develop an application utilizing custom-developed or third-party class libraries or frameworks.
2. Develop an application by selecting and utilizing appropriate design patterns to support object-oriented design principles.
3. Examine the structure of a distributed application by exploring a variety of distributed application models.
4. Develop asynchronous applications using multi-threading.
5. Devise software solutions to real-world problems described in scenario-based case studies.
6. Produce professional level communication documents and presentations using an office software suite.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

Policies directly applicable to students are referenced in the student handbook. The policies and procedures can be found on the College website: https://www.nsc.ca/about_nsc/policies_procedures/index.asp

If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

INET 2005

Web Application Programming I

Course Weight: 90.00

Course Description

This course focuses on the planning, design and development of dynamic (data-aware) web pages using server-side scripting and database connectivity.

Rationale

Dynamically interacting with users is essential to personalize the user's experience on a web site . To create this interactivity, a familiarity with web scripting languages and database scripting fundamentals is essential for learners that seek work in this field. The purpose of this course is to provide learners with the programming and database skills necessary to implement server-side programming that stores, retrieves and processes user data.

Prerequisite(s):

[DBAS 1100 (Database Development I) or DBAS 1007 (Data Fundamentals)], PROG 1400 (Introduction to Object Oriented Programming), WEBD 1000 (Website Development)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Analyze a client request for a web application and design and develop a programming solution.
2. Implement client side programming for form validation in order to maintain data integrity and site usability.
3. Develop user friendly data-aware web applications using a server-side scripting technology.
4. Manipulate and retrieve remote data using server-side scripting.
5. Test and debug software using standard troubleshooting techniques.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

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If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

PROG 3017**Full Stack Programming****Course Weight:** 60.00**Course Description**

This course builds on the concepts covered in Client Side Programming by progressing into advanced JavaScript frameworks (Angular, React) to develop full stack scalable web applications. A heavy focus is placed on the development and testing of web apps throughout all layers (client side, server side, etc.).

Rationale

Modern web applications are no longer implemented with one technology, but instead integrate a stack of technologies on both the client and server to provide large scalable web apps. This course provides the foundational concepts required for implementing these multi-layered applications by using JavaScript frameworks.

Prerequisite(s):

PROG 2700 (Client Side Programming), PROG 1400 (Introduction to Object Oriented Programming), DBAS 1007 (Data Fundamentals)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Develop the front-end of a full stack application using an advanced JavaScript framework(s).
2. Develop the back-end services (RESTful/Micro) of a full stack application implementing industry relevant server side technologies.
3. Develop and manage a SQL or NoSQL data layer for a full stack application.
4. Demonstrate effective testing of the multiple layers of a full stack application.
5. Deploy a finished full stack web application to a public server.

Grading

The pass for this course is 60%.

Other Course Notes

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If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

PROG 1400

Introduction to Object Oriented Programming

Course Weight: 60.00

Course Description

This course is an introduction to the essentials of object oriented programming (OOP). This course provides an explanation of the paradigm on which OOP is based, and how it affects programming strategies and solutions.

Rationale

The course provides an introduction to OOP principles and the programming skills necessary to implement these in a current object oriented language.

Prerequisite(s):

PROG 1101 (Introduction to Programming – Visual Basic) or PROG 1102 (Introduction to Programming - Python) or PROG 1700 (Logic and Programming I)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Research the principles of object-oriented programming, including encapsulation, inheritance and polymorphism.
2. Implement object-oriented design principles in OOP applications.
3. Demonstrate code reuse by working with existing libraries within the development framework.
4. Develop technical documentation to support OOP applications.
5. Produce intermediate level communication documents and presentations using an office software suite.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

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Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

SAAD 1001

Introduction to Systems Analysis and Design - AD

Course Weight: 60.00

Course Description

This course explores the analysis and design phases of the software development life cycle using object-oriented methodologies and tools. Exploration can include an introduction to the Unified Modelling Language (UML), the philosophy of agile development and the basics of good proposal writing.

Rationale

An understanding of basic object-oriented analysis and design principles is essential for robust application development. This course introduces learners to these principles.

Prerequisite(s):

PROG 1101 (Introduction to Programming - Visual Basic) or PROG 1102 (Introduction to Programming - Python) or PROG 1700 (Logic and Programming I)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Write a systems requirements document to address an information system's needs.
2. Develop a System Specification proposal to address the system requirements.
3. Diagram requirements and specifications using UML, at Domain and Detailed levels.
4. Define testing terminology and develop test cases.
5. Produce intermediate level communication documents and presentations using an office software suite.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

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Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

OSYS 1000

Operating Systems - Linux

Course Weight: 60.00

Course Description

This course introduces the skills and knowledge that will enable the student to install, configure, maintain and troubleshoot a current UNIX based operating system (OS) in standalone workstation mode.

Rationale

The purpose of this course is to provide fundamental information and skills for installing and managing Unix/Linux-based operating systems. This course will focus on the common skills required to successfully maintain a *NIX workstation for typical office use. The course will attempt to be UNIX/Linux agnostic, where significant differences exist they will be highlighted and demonstrated.

The significant learning of the course will be a focus in the command line interface (CLI) of *NIX.

The limited management requirements will be performed within a GUI environment.

Prerequisite(s):

None

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Explain *NIX operating system functions, standards and operations to a desktop user level.
2. Install and configure a *NIX based OS in standalone workstation mode.
3. Maintain and troubleshoot a *NIX OS as a standalone workstation user.
4. Create user scope scripts with a *NIX OS as a standalone workstation user.
5. Perform management techniques with a *NIX OS as a standalone workstation user.
6. Produce intermediate level communication documents and presentations using an office software suite.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

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Workplan

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COMM 2700

Professional Practices for IT II

Course Weight: 30.00

Course Description

This course develops tools and process that support professional continuous improvement. Focused on communication, collaboration and career development, you will begin to develop the 21st century skills essential for success in the information technology industries. This course will establish professional habits, methodologies and strategies to help graduates remain current and relevant in an ever evolving profession. Learners will also begin to cultivate critical thinking skills and apply processes that support and validate professional decision making.

Rationale

Interpersonal skills, communication skills and critical thinking skills have been identified by industry as crucial to the success of both the employer and employee. In addition, developing the habit for continuous professional improvement will increase employment opportunities and build a professional portfolio.

Prerequisite(s):

COMM 1700 (Professional Practices for IT I)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Establish processes and methodologies to support continuous professional improvement and success in relation to the IT industries.
2. Discuss the organizational and business models of local and global IT industries.
3. Cultivate collaborative skills and attitudes required for success in the IT industries.

Grading

The pass for this course is 60%.

Required Supplies

See instructor for details.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

Policies directly applicable to students are referenced in the student handbook. The policies and procedures can be found on the College website: http://nsc.ca/current_students

If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

COMM 3700**Professional Practices for IT III****Course Weight:** 30.00**Course Description**

This course develops the skills, attitudes, processes and habits required to successfully prepare for a variety of interview scenarios and the associated presentation techniques. Emphasis is on the development of a professional portfolio and the part that personal marketing plays in gaining successful, relevant employment. The course will also continue to build professional habits, methodologies and strategies to help graduates remain current and relevant in an ever evolving profession.

Rationale

Interpersonal skills, communication skills and critical thinking skills have been identified by industry as crucial to the success of both the employer and employee. In addition, developing the habit for continuous professional improvement will increase employment opportunities and build a professional portfolio.

Prerequisite(s):

COMM 2700 (Professional Practices for IT II)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Apply personal branding and marketing techniques in relation to employability.
2. Develop a professional portfolio focused on the IT industry, personal strengths and abilities, to aid in career development.
3. Prepare for employment interviews that reflect industry standard.
4. Present information orally in a clear and concise format to peers, colleagues or potential employers.

Grading

The pass for this course is 60%.

Required Supplies

See instructor for details.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

Policies directly applicable to students are referenced in the student handbook. The policies and procedures can be found on the College website: https://www.nsc.ca/about_nsc/policies_procedures/index.asp

If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

INFT 2100

Project Management

Course Weight: 60.00

Course Description

This course covers the basic theory and skills that introduce the learners to the process of effective project management and the unique challenges of Information Technology (IT) projects and methodologies.

Rationale

This introduction to IT Project Management provides the underlying knowledge and skills to effectively manage the planning, development, monitoring and follow-up of IT projects. Learners entering or returning to the IT workforce can utilize the knowledge and experience base provided in this course to effectively participate in an organization's project management culture.

Prerequisite(s):

Successful completion of courses and milestones to date

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Define the charter of an IT project.
2. Determine and employ the best development methodology for a given project.
3. Use a project management tool or software application to create a project plan.
4. Monitor schedules, resources and quality of an ongoing project, triggering the process of Change Control where necessary such that all stakeholders are kept continuously aware of the progress of the project in relation to its defined mission and scope.
5. Produce professional project documentation for distribution to appropriate stakeholders.
6. Produce professional level communication documents and presentations using an office software suite.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

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Workplan

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INET 2005

Web Application Programming I

Course Weight: 90.00

Course Description

This course focuses on the planning, design and development of dynamic (data-aware) web pages using server-side scripting and database connectivity.

Rationale

Dynamically interacting with users is essential to personalize the user's experience on a web site . To create this interactivity, a familiarity with web scripting languages and database scripting fundamentals is essential for learners that seek work in this field. The purpose of this course is to provide learners with the programming and database skills necessary to implement server-side programming that stores, retrieves and processes user data.

Prerequisite(s):

[DBAS 1100 (Database Development I) or DBAS 1007 (Data Fundamentals)], PROG 1400 (Introduction to Object Oriented Programming), WEBD 1000 (Website Development)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Analyze a client request for a web application and design and develop a programming solution.
2. Implement client side programming for form validation in order to maintain data integrity and site usability.
3. Develop user friendly data-aware web applications using a server-side scripting technology.
4. Manipulate and retrieve remote data using server-side scripting.
5. Test and debug software using standard troubleshooting techniques.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

Policies directly applicable to students are referenced in the student handbook. The policies and procedures can be found on the College website: https://www.nsc.ca/about_nsc/policies_procedures/index.asp

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Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

WEBD 3100**Web Design Fundamentals****Course Weight:** 60.00**Course Description**

Website design extends the concepts from WEBD 1000 (Website Development) and APPD1001 (User Interface Design & Development). Greater focus will be placed on issues relating to graphic design utilizing Web standards . Real-world workflows for website design will be presented in individual and team projects. Image manipulation and dynamic design tools will be used to create appealing and usable sites.

Rationale

Students need to build efficient workflows and skills that combine several multimedia web technologies . This course is a bridge between the simple skill acquisition of WEBD1000 (Website Development) and the Capstone Project. Practical design skills and strategies taught in this course will enrich the student's professional web portfolio.

Prerequisite(s):

WEBD 1000 (Website Development)

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Demonstrate a solid understanding of the fundamentals of graphic design in terms of website creation and development.
2. Using industry standard tools, design and generate a website's graphics to project specifications.
3. Demonstrate an understanding of the fundamental usability principles in the design of a website.
4. Develop a website/web application from initial design to release by implementing all stages of the web design and development process.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

Policies directly applicable to students are referenced in the student handbook. The policies and procedures can be found on the College website: https://www.nsc.ca/about_nsc/policies_procedures/index.asp

If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

OSYS 2040

Web Server Fundamentals

Course Weight: 60.00

Course Description

This course will focus on the set-up and configuration of a variety of servers that support web application development and testing.

Rationale

To be able to test the functionality and efficiency of their applications, web developers need to be able to set up their development environments properly. This course provides the learner with the skills to set up a web application development environment on a variety of operating systems.

Prerequisite(s):

None

Corequisite(s):

OSYS 1000 (Operating Systems – Linux)

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Install and configure web development environments on Windows and Unix/Linux platforms using industry accepted practices.
2. Install, configure, and explore a variety of common content management frameworks.
3. Successfully deploy a completed web application to a commercial web hosting server for public access.
4. Produce professional level communication documents and presentations using an office software suite.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

Policies directly applicable to students are referenced in the student handbook. The policies and procedures can be found on the College website: http://nsc.ca/current_students

If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

APPD 1001

User Interface Design and Development

Course Weight: 30.00

Course Description

This course provides an introduction to effective and usable interface design . Emphasis will be placed on designing user experiences that adhere to industry standards. Starting from project requirements, learners will design user interfaces and test for usability. Both desktop and web application interfaces will be explored.

Rationale

Far too often does an application's functionality take the front seat in the development process with little thought to the user interface. This course is intended to equip all learners with the knowledge and skills to build intuitive and user friendly interfaces, a skill essential to all application developers.

Prerequisite(s):

None

Corequisite(s):

None

Learning Outcomes

Learners are required to successfully complete each course outcome. In keeping with NSCC's approach to portfolio learning, learners will have demonstrated the ability to:

1. Design effective pre-production storyboards and mock-ups of user interfaces based on a set of requirements and specifications.
2. Demonstrate knowledge and importance of user interface design principles and their role in interface usability.
3. Design and develop working prototypes of user interfaces for both web and desktop applications.
4. Demonstrate effective focus testing of interface designs in order to accurately assess and improve user interaction.
5. Critique and analyze successful and unsuccessful user interfaces throughout our world.
6. Produce intermediate level communication documents and presentations using an office software suite.

Grading

The pass for this course is 60%.

Other Course Notes

It is the responsibility of the student to review and understand all Nova Scotia Community College policies, most specifically the Student Code of Conduct, Academic Integrity, Student Appeals, Use of Copyright Materials, and Academic Accommodation policies.

Policies directly applicable to students are referenced in the student handbook. The policies and procedures can be found on the College website: https://www.nsc.ca/about_nsc/policies_procedures/index.asp

If you have questions about policies and/or procedures, you are encouraged to ask Faculty, your Academic Chair or Staff at Student Services.

Workplan

A workplan for this course is attached and will be reviewed by your faculty member (s) within the first week of class study.

Nova Scotia Community College

certifies that

Sarah Browning

successfully completed

***SAFE1001: Introduction to the Nova Scotia
Occupational Health and Safety Act***

on Thursday, September 3, 2020

nsc



OHS Specialist

Nova Scotia Community College

certifies that

Sarah Browning

successfully completed

***SAFE1000: Introduction to
Workplace Hazardous Materials Information Systems***

on Tuesday, September 8, 2020

nsc



OHS Specialist



LinkedIn LEARNING

Certificate of Completion

Congratulations, Sarah Browning

Career Insights for Tech Professionals

Course completed on Apr 14, 2021 at 05:27PM UTC • 41 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

A handwritten signature in black ink that reads "Dan Bolintz".

Head of Content Strategy, Learning

LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate Id: AWkd5_rHAsGKXL2NkkvQfI4C3UZa



LinkedIn LEARNING

Certificate of Completion
Congratulations, Sarah Browning

Craft a Great GitHub Profile

Course completed on Mar 19, 2021 at 08:30PM UTC • 41 min

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A handwritten signature in black ink that reads "Dan Roberts".

Head of Content Strategy, Learning

LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate Id: AT9AylxW0DLBPBQTPZw8jygZpFF5



LinkedIn LEARNING

Certificate of Completion
Congratulations, Sarah Browning

Enterprise Architecture Foundations

Course completed on Jan 29, 2021 at 03:36PM UTC • 57 min

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LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate Id: AQWQ88fnUZftizC0CefyEz67ltsy



LinkedIn LEARNING

Certificate of Completion

Congratulations, Sarah Browning

Giving Your Elevator Pitch

Course completed on Sep 26, 2021 at 05:32AM UTC • 13 min

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Head of Content Strategy, Learning

LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate Id: AUULim87zo4mCK52Vrh9RDxsdeGJ



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Certificate of Completion
Congratulations, Sarah Browning

Hands-On Mobile Prototyping for UX Designers

Course completed on Feb 08, 2021 at 07:29PM UTC • 47 min

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LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate Id: ATDL-J_knisa9blIM4_aWb6OIChE



LinkedIn LEARNING

Certificate of Completion

Congratulations, Sarah Browning

How to Create a Perfect Elevator Pitch

Course completed on Sep 26, 2021 at 05:24AM UTC • 12 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate Id: AfbDr2pqLuEv1NKUxt6lzaPBT86n



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Certificate of Completion
Congratulations, Sarah Browning

Java Essential Training for Students

Course completed on Mar 02, 2021 at 05:21PM UTC • 3 hours 6 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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LinkedIn Learning
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Sunnyvale, CA 94085

Certificate Id: AUjxmik33eyphDzTwF3eJYJ8dS6G



LinkedIn LEARNING

Certificate of Completion

Congratulations, Sarah Browning

Learning Git and GitHub

Course completed on Sep 12, 2021 at 09:45AM UTC • 1 hour 52 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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Certificate Id: AR0CqTYi1FDDjud8vISdi-pXl8y4



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Congratulations, Sarah Browning

Learning GitHub

Course completed on Mar 03, 2021 at 11:25PM UTC • 2 hours 11 min

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Certificate Id: AXvG10gIpAgu22rpsT65fkSB32f7



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Learning Jira Software

Course completed on Oct 23, 2021 at 09:23PM UTC • 1 hour 18 min

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Certificate Id: AZrpI0DX1Ggz7tHFx4L5l8-ygnQr



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Certificate of Completion
Congratulations, Sarah Browning

Learning Linux Shell Scripting

Course completed on Mar 03, 2021 at 03:23AM UTC • 1 hour 26 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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Head of Content Strategy, Learning

LinkedIn Learning
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Sunnyvale, CA 94085

Certificate Id: ASIKHNscnJNU_n11wawt6Fv3twOv



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Learning Microsoft Project

Course completed on Sep 28, 2021 at 09:34PM UTC • 55 min

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Sunnyvale, CA 94085

Certificate Id: AeZYVK02uGJTMMEdDcpbNVqjI1Eg



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Leveraging Your Relationship Capital

Course completed on Sep 28, 2021 at 06:29PM UTC • 32 min

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Sunnyvale, CA 94085

Certificate Id: AV0ElopWqR-jAABTQbTLWzKqluGc



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Certificate of Completion Congratulations, Sarah Browning

Linux: Overview and Installation

Course completed on Feb 24, 2021 at 03:09PM UTC • 1 hour 3 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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Certificate Id: AWcc27pBplWWvCCCgSHjBGueikm



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Certificate of Completion
Congratulations, Sarah Browning

Managing Stress for Positive Change

Course completed on Nov 22, 2020 at 09:26PM UTC • 57 min

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Certificate Id: Ab_FJ7GcoW-SPPOzMZp2dxkE0RxN



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Certificate of Completion
Congratulations, Sarah Browning

Programming Foundations: Object-Oriented Design

Course completed on Feb 19, 2021 at 05:39PM UTC • 2 hours 40 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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Head of Content Strategy, Learning

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Certificate Id: Afl4d4mdDBkmXo4eSCZS09RFfEAA



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Certificate of Completion

Congratulations, Sarah Browning

Proven Tips for Managing Your Time

Course completed on Nov 18, 2020 at 12:17AM UTC • 16 min

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Head of Content Strategy, Learning

LinkedIn Learning
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Certificate Id: AXISuIFnfy63bhQ5rwQppbmE6sjw



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Certificate of Completion
Congratulations, Sarah Browning

SQL Essential Training

Course completed on Sep 13, 2021 at 04:18AM UTC • 3 hours 0 min

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A handwritten signature in black ink that reads "Dan Roberts".

Head of Content Strategy, Learning

LinkedIn Learning
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Certificate Id: AW1NBb0DNs4Sqxd66lrue-NB544



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Certificate of Completion

Congratulations, Sarah Browning

Successful Goal Setting

Course completed on Jan 20, 2021 at 06:25PM UTC • 24 min

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Head of Content Strategy, Learning

LinkedIn Learning
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Certificate Id: ATFKiAXXBp4PGSGdQrFeWTdHUBJm



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Certificate of Completion
Congratulations, Sarah Browning

Supporting Your Mental Health While Working from Home

Course completed on Feb 24, 2021 at 07:09PM UTC • 17 min

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Sunnyvale, CA 94085

Certificate Id: ASi2JgyIRbDWmHXBL5YLw8mk0bSz



LinkedIn LEARNING

Certificate of Completion

Congratulations, Sarah Browning

UX Design: 1 Overview

Course completed on Jan 11, 2021 at 03:31PM UTC • 13 min

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LinkedIn Learning
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Certificate Id: AfbDiAWJ9Ib_azflsjgzXwk9XVoG



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Certificate of Completion
Congratulations, Sarah Browning

Women Transforming Tech: Building Your Brand

Course completed on Sep 26, 2021 at 05:13AM UTC • 14 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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Head of Content Strategy, Learning

LinkedIn Learning
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Sunnyvale, CA 94085

Certificate Id: AdqxB4CKmjDVrZwNs3EN1aXSQJD1



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Certificate of Completion

Congratulations, Sarah Browning

Writing Email

Course completed on Sep 26, 2020 • 1 hour 13 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

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Head of Content Strategy, Learning

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Sunnyvale, CA 94085

Certificate Id: AR76P4F289TCbhlswt_OITftTGh4