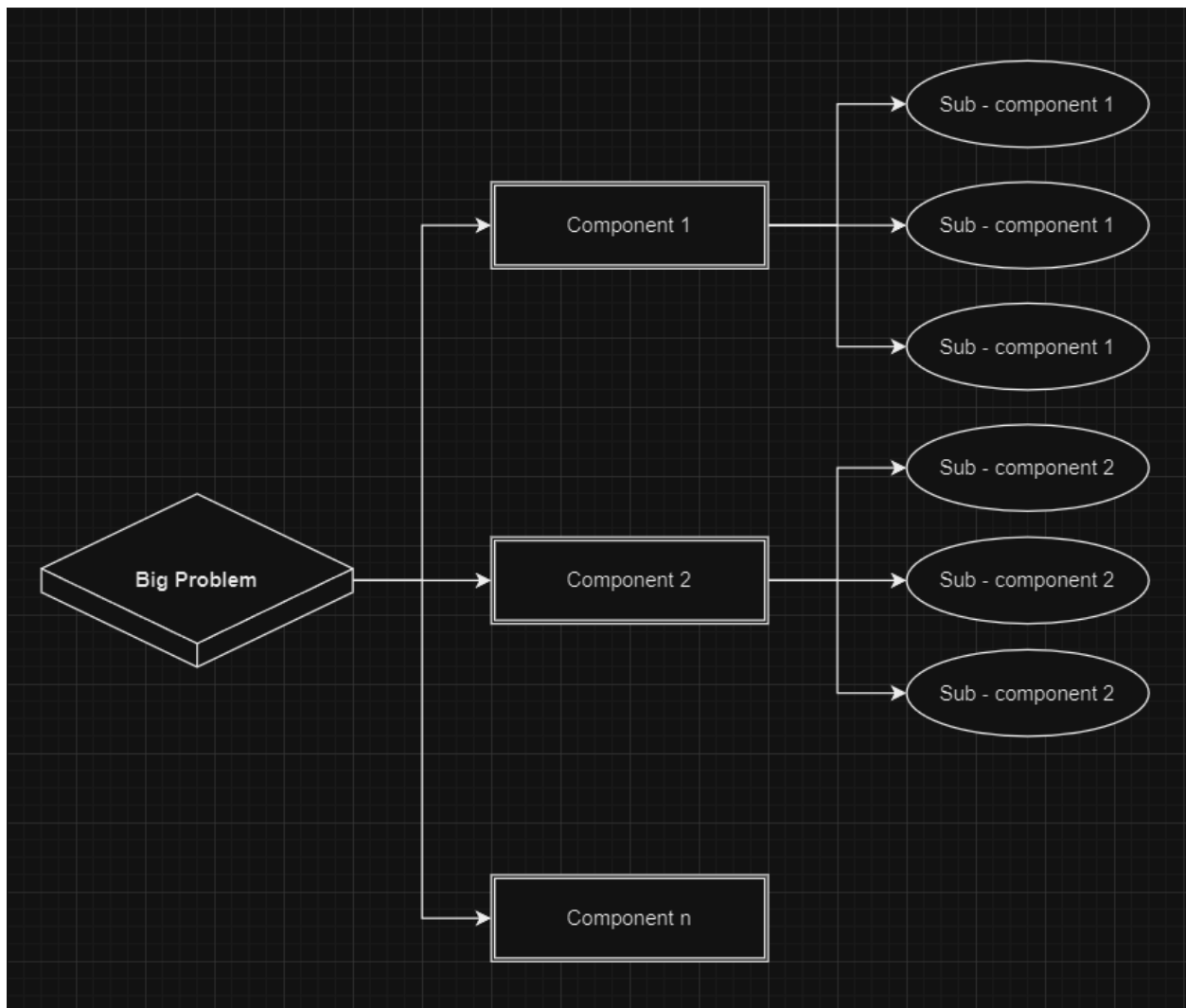


# CHALLENGE ZERO

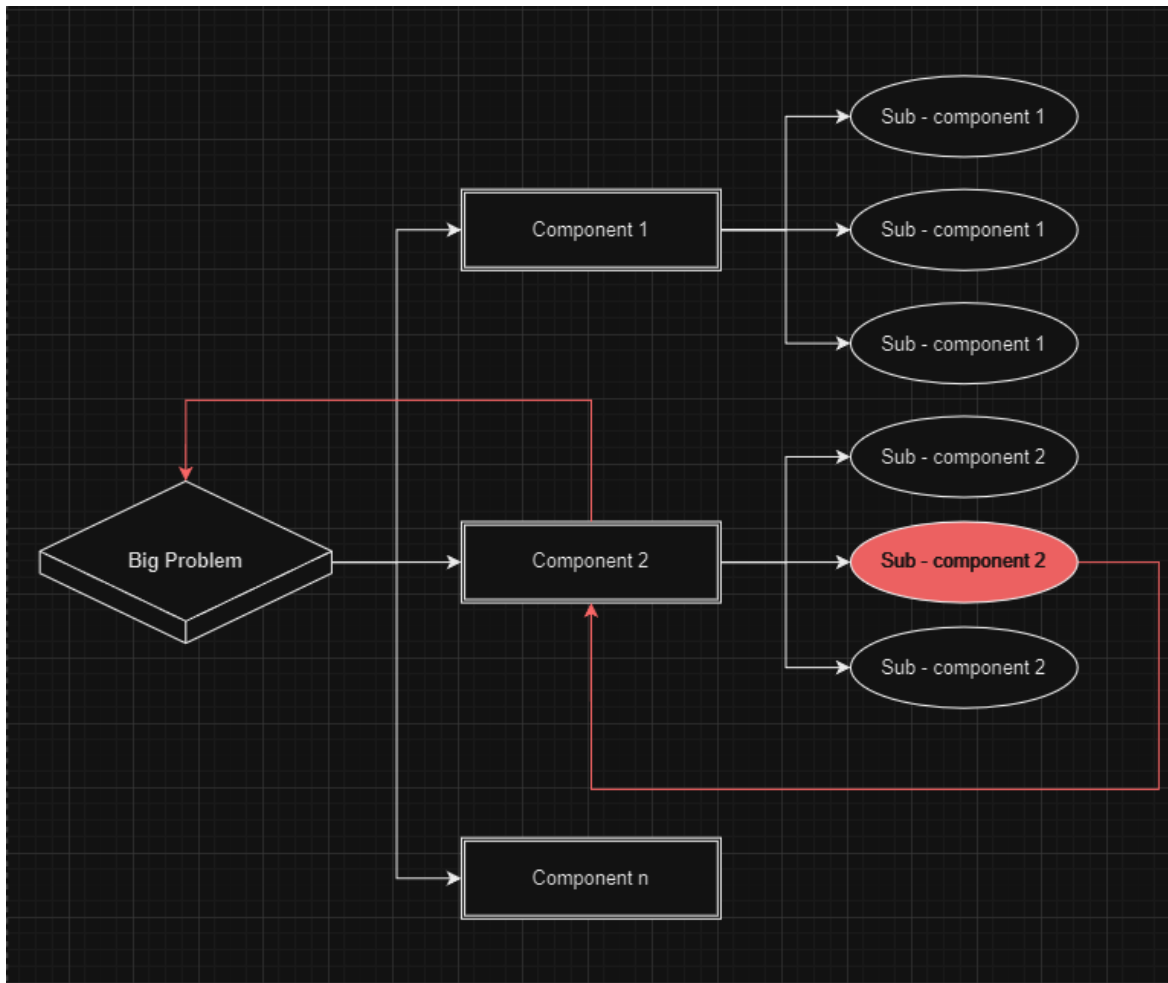
❖ What is top-down approach and how to apply it to the assignment of the program?

- What is top-down approach?
  - Is a strategy, that starts with the big picture and breaks it down into smaller, more manageable pieces.
  - The overall goal or objective is defined first!



- Then broken down into small (sub-goal, component,...)
  - Flowchart
  - Mindmap
  - ...etc
- Ensures everyone is working toward the same goals.
- Values of using the top-down approach
  - Clarity and structured: By defining the high-level objectives and breaking them down into manageable components. This clarity helps in planning and management at a macro level before diving into specifics.
    - Planning: The roadmap for development or problem-solving has been defined from the beginning. This structured planning often leads to more efficient execution.
    - Management: Easier oversight as the overall structure is established from the beginning, making it simpler to monitor progress and ensure alignment with goals.
  - Parallel development: Tasks or modules are clearly defined from the top, teams can work on different components simultaneously.
  - Early identification of issues: This approach often allows for the identification of potential issues or challenges early in the process. Addressing these at the planning stage can save time and resources later.
  - Easier communication: Ensures that everyone understands their roles and how they contribute to the bigger picture.
- Negatives of the top-down approach
  - Limited Creativity and Innovation: When solutions or plans are dictated from the top without input from those closer to the details, it can inhibit the generation of new ideas.
  - Lack of Flexibility: The rigid structure of the top-down approach may not adapt well to changes or unexpected situations.
  - Hierarchy or dictatorship: In a strictly top-down environment, there might be a lack of open communication channels between different levels of the hierarchy. Employees might resist or feel disconnected from plans imposed from the top.

- How to apply it to the assignment of the program?
  - Using the program's mindmap as the highest levels.
    - Each mission should be divided into smaller and easier to understand and complete.
    - Make clear output when completing a mission.
    - Each level is defined with more details but the high-level structure remains unchanged.
  - Review output and consider a better plan if possible.
  - Consider using bottom-up whenever ever get stuck on a sub-mission or sub-component of a mission.



## ❖ How to learn and learn fast?

### ➤ *Learn*

- Learning is a process of acquiring knowledge and applying that knowledge to life or to solve problems related to that knowledge.
- “Limited life, unlimited learning.”: Learning is unlimited but human life is limited. So we should know who we are and what we need to learn which will help to improve ourselves.

### ➤ *Learn fast*

- Study and practice: Always practice applying knowledge during the learning process to be able to clearly understand and grasp the essential elements of that knowledge.
- Learn and ask: Always consider knowledge learned from many different aspects, and at the same time ask questions to clarify aspects that you find confusing.
- Consider using the top-down approach above to plan learning.
  - Example: find the final scope and divide it into missions and tasks.

## ❖ Autonomy at work



## ❖ What is the smart question? How to apply it daily/work?

## ❖ Self-assessment

### ➤ Top-down approach

- I've thought about this but still haven't been able to fully act on it. I will try to do more in the future to improve myself.
- Right now, I will use this program to improve myself as a sub-component on my journey to find myself.

### ➤ Learn and learn fast

### ➤ Autonomy at work

### ➤ Smart question