

## Internship Feedback 1

Student: Jiawei Wang

### *Outputs*

- The project proposal that Jiawei has developed will provide a valuable contribution to the business goals of the library. He has been proactive in engaging with stakeholders as part of developing the project outline.
- My output so far has included a project plan, statement of work and some code implementation. The first two documents have indicated my understanding of the values of the shareholders and the organization. The written code indicates that I have made some progress towards the final product. There are some improvements that can be made, for example, to include more code documentation, which can be very useful for future reference.

### *Decision Making*

- Jiawei was a bit uncertain at the start of the internship as to whether the project was achievable or not. Through discussions with team members and analysis of the problem, he was able to identify a path for achieving the project goals.
- I have shown a good level of critical thinking. During team meetings, I applied active listening skills to collect information from all parties and effectively apply those feedbacks in my following decisions. The use of a notebook to write down lessons learned has also been effective for better decision making. The area of improvement would be to apply techniques to reduce anxiety during decision making and focus more on critical analysis.

### *Teamwork*

- Jiawei is proactive with asking questions from team members. He is able to action the guidance with minimal direction.
- I have worked together with my supervisor to generate the project plan and the statement of work. I have also built a great relationship with the software team at NLA IT office. However, I need to improve my skills on github, a software development tool to allow more collaboration between me and the other developers. I also believe I should increase email conversations with other important stakeholders of the project to get a better idea of project requirements.

### *Communication*

- Jiawei is proactive with asking questions from stakeholders. He has identified the key goals that stakeholders are trying to achieve and has provided guidance whether it is achievable or not.
- Communication channels have been established between me and various stakeholders of the project. I have been actively engaging with my primary stakeholders including the project manager and end product users. The communications with other developers in the Office may need a bit more improvement as it is important for learning essential coding skills.

### *Reflection*

- Jiawei occasionally asks questions that demonstrate he is confused about the appropriate direction for meeting the project goals. He is able to take on board the advice given and alter the approach that he is taking.
- I have shown a great level of modesty and willingness to learn. I have been actively collecting feedbacks from all stakeholders and all the feedback collected from the supervisor are documented for future referencing.