

PYLADIES HYDERABAD MENTORSHIP PROGRAMME PLAN

1.Abstract:This Bootcamp is a first of its kind holistic Mentoring Programme for students where they get to experience a perfect balance between learning and guidance.This programme emphasises on project based learning.

2.Goal:The time of COVID-19 has been difficult for many people around the world,in many difficult ways.As an act of community service where it help the developer ecosystem to grow and help students/developers and non-technical working professionals to either implore their skills or help them advance their career in programming.

3.How Program works:online-self study mode along with 1 mentor per 5 mentee.

4.Duration:Three to four months depending upon the project you choose and time it takes to complete.

5.Rules of Mentorship Program:

- Provide self-study and interactive sessions that entail involvement
- Review and make thorough and consistent evaluations of the participants' progress
- Provide support to guide and direct efforts of mentors and mentees to ensure successful program completion
- Planning and managing participant's assessments, tracking and scheduling activities accordingly
- Continuously review and evaluate program assignments and activities throughout the program cycles and ensure instructions are organized and procedures match relevant checklist
- Mentors should complete the training phase in maximum 2 months.
- Project should be built in a maximum 4 months.
- Project should be developed using github/gitlab or similar code management options
- Mentors should give 4-5 hrs per week to his/her team.

- Mentees should give 10/12 hrs per week to learn and build project.

6.Program Forms: The following forms will be provided to support a smooth process for potential mentees and mentors, to evaluate and continuously improve the mentoring program:

- Mentoring promise - The mentoring promise establishes how and when the mentee and mentor will meet
- Mentee action plan - To determine activities that ensure mentoring goals are met; a mentee action plan is a must. The mentee will complete the plan with help from the mentor
- Mentoring log - The mentee and mentor should record their meetings and activities to show progress achieved and assist with end-of-program feedback. It's the mentee's responsibility to take MoM and update it.

7.Program Execution and Assessment: Following is an outline of steps PYLADIES may take to initiate its Mentoring Program and to sustain it

- Mentor will be providing the list of technologies he would like to mentor in and the idea on which the project development will happen.
- Mentees will get the list of all available mentors and their project ideas . Mentees can give preference to mentors and project ideas they would like to work on.
- Create mentor/mentee pairings based on compatibility from application forms
- Conduct an orientation session
- Track the progress
- At the midpoint of the program, ask all mentors to evaluate the progress of mentees. Take action as necessary on the evaluations
- Conduct a follow-up evaluation two/ three months after the completion of the program to measure the success of the program
- Conduct the final evaluation and take action as necessary in order to complete the project chosen.

8. Appendix 1A Sample Month Schedule for Mentor/ Mentee Partnership:

- **Week 1 Orientation:**

- Mentors and mentees will attend an orientation event, which will be facilitated by the PyLadiesHyderabad team.
- Mentors will explain all the roles and responsibilities of mentorship program which includes everything as mentioned in our plan
- Mentors should clearly sort out the schedules like (How often should we meet, what is the best way to reach out to each other? What will the Resources that they need to follow ?Email? Telephone)

Week 2 Finalising Development plan:

- Figuring out the individual level of experience and training them,sharing required resources and making development plans according to the project requirement .
- Mentors and mentees discuss how to help mentee meet the goal and objectives of the IDP
Clarifying the doubts through biweekly call (15 to 30 minutes)
- **Goal development:**
 - How is program progressing
 - What competencies do you need to develop to meet your goal?
 - Are mentees facing any issues that we would like to work on together
 - Sorting out the issues and motivate them for further progression
- **Project completionTask**
 - This is the key milestone in mentoring program process, examining the goals and program to till date should be evaluated
 - Sharing the program review and identifying if they need any additional support or guidance in order to overcome the challenges
 - Sorting out the issues in (biweekly call) and encourage them for further progression

Note! The program will likewise continue until the successful completion

12. Appendix 1B Communication Types: The following is a list of sources that can be used within the communication strategy. I believe we can use these platforms for running the mentorship program successfully

- Email
- Google classroom
- Conference calls (Skype/Zoom/Meet)