alx

Professional
Foundations
Programme

8 Weeks (20/30 hrs per week)

What is Professional Foundations?

Professional Foundations is an intensive 8-week programme designed to equip young professionals with the essential skills needed to excel in tech careers. The programme offers a blend of engaging learning content and hands-on individual and team deliverables. It focuses on developing key 21st-century skills that are critical for professional growth.

The curriculum is structured to help participants build a solid professional foundation, covering areas such as leadership, communication, quantitative reasoning, entrepreneurial thinking, critical thinking, task management, and tech skills.

Through this comprehensive approach, Professional Foundations prepares learners to navigate and succeed in the ever-evolving tech industry, ensuring they can lead with both competence and confidence.

Why Professional Foundations?

In today's tech industry, both character and soft skills are as crucial as technical expertise. Professional Foundations ensures you develop the fundamental professional skills necessary to lead with competence and confidence, providing a solid base for career success.
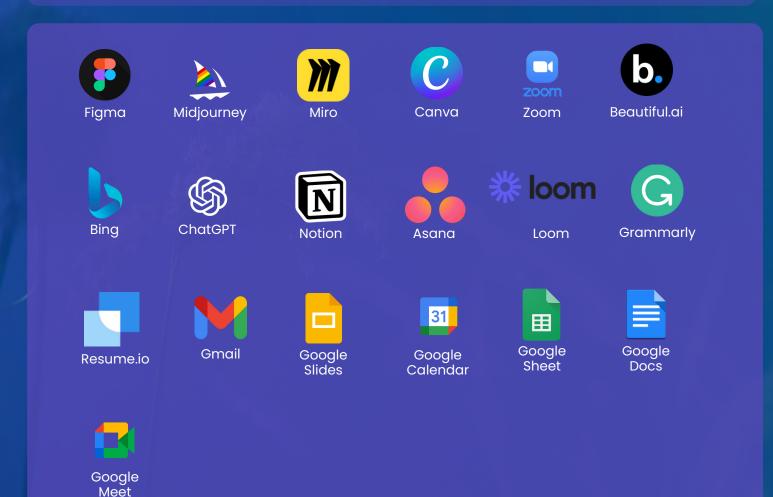
Why Join Us?

- **Career Readiness:** Gain essential professional development skills to excel in the modern workplace.
- **Collaborative Learning:** Work in teams, share feedback, and build a strong professional network.
- **Practical Application:** Apply new skills through real-world exercises and guided projects.
- **Comprehensive Skill Set:** Develop leadership, analysis, and execution skills tailored for tech careers.

Modules Structure Summary

8 Key Meta Skills

1. **Leading Self**
2. **Leading Others**
3. **Communicating for Impact**
4. **Quantitative Reasoning**
5. **Entrepreneurial Thinking**
6. **Critical Thinking**
7. **Managing Complex Tasks**
8. **Tech Skills**

Tools Learners Get to Use

Figma	Midjourney	Miro	Canva	Zoom	Beautiful.ai
Bing	ChatGPT	Notion	Asana	Loom	Grammarly
Resume.io	Gmail	Google Slides	Google Calendar	Google Sheet	Google Docs
Google Meet					

Modules Structure Summary

Week 01

- Getting Started
- Habits for Developing Intrapersonal Intelligence
- Onboarding & Programme Overview
- The ALX Fellowship
- Values & Community
- GCGOs for Africa

Week 02

- Movement and Mental Health
- Karibu Lessons
- Values & Empathy
- Exploring African GCGOs
- Self Awareness & Emotional Intelligence
- Growth Mindset & Grit
- Self Regulation & Improvement
- Time Management

Week 03

- Morning Pages for Personal Reflection
- Habit Formation
- Goal Setting
- Defining Problems & User Stories
- Problem Solving
- Asking the Right Questions
- Research Methodology & Ethics

Week 04

- Meditation
- Goal Setting
- Communication for Impact
- Creating Presentations & Technical Writing
- Communication in Tech Teams
- Design Thinking
- Work Planning

Week 05

- Finding Your Hummingbird
- Transition Week

Week 06

- Boosting Intrapersonal Intelligence
- Problem Definition
- Teamwork Best Practices
- Agile Technology Teams: Roles & Processes
- Research & Data Gathering
- Data Cleaning & Preparation
- Data Visualization
- Identifying Opportunities
- Understanding the Market

Week 07

- Refresher on Habits for Intrapersonal Intelligence
- Understanding the User
- User Interviews
- Intro to Wireframes & Prototypes
- Human Centered Design
- Teamwork & Team Communication
- Conflict Management & Negotiation
- Generating Solutions & Making Decisions

Week 08

- Personal Reflection on Intrapersonal Growth
- Improving on Your Solution
- Product Requirements
- Design Handover Process
- Pitch Preparation
- Powerful Presentations
- Identifying Opportunities
- Wireframes & Prototypes

Week 09

- Committing to your Intrapersonal Growth
- Elevator Pitch
- Professional Bio
- Exploring Tech Tracks
- Resume Writing
- LinkedIn Profiles
- Interview Skills
- Personal Brand & Bio
- Career Skills

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Frequently Asked Questions

How do I join the Professional Foundations Programme?

All learners in our programmes are required to take the Professional Foundations programme. Once accepted into one of our tech programmes, you will receive emails with instructions to help you get started. The Professional Foundations learning content will be available on Savannah, our learning management system (LMS). Learners also have the option to enroll in only the Professional Foundations programme, without committing to a full tech programme.

Will I still be able to do my selected tech programme?

Yes. Learners have the option to enroll in only the Professional Foundations programme. Once you have completed and passed the first phase of the Professional Foundations, you will move into the tech track specialisation you were accepted into.

Can I switch my programme?

If you have completed your application, you won't be able to change your programme. If you haven't completed your application, you can cancel and apply for your preferred programme. You'll receive more details when you join the programme.

Do I need a laptop

Yes, programme platforms are best accessed using a laptop.

Where do I access my Learning materials?

To succeed, the Portal and Savannah are the primary tools you must employ in this course.

Are the programs physical or entirely online?

ALX has physical locations within your city where you can get help, work from, and attend events or meetings. The locations (City Hubs) have facilities and weekly activities to support your progress in this programme. Please note that these hubs are complementary to learners who live near the hubs. It is optional to visit your city hub.

Do not worry; if you cannot visit a city hub, you will still have virtual support throughout the programme.

How can I contact my community ambassador?

Your community ambassador is there to guide you. However, you are encouraged to always reach out to your peers first. If you still need assistance, you can contact your Community Ambassador on your squad spaces.

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