

The Capgemini Higher Apprenticeship

The Capgemini Higher Apprenticeship is designed and delivered in partnership with QA, and is delivered for three streams:

.NET Software Engineering

Java Software Engineering

Data & Business IT

The two year higher apprenticeship is designed to develop new recruits to succeed in technical roles and add value to client projects from an early stage.

The programme combines technical training and work-based learning with a sound understanding of key concepts and theory.

In their first 3 months in Capgemini, each apprentice will go through the **Accelerated Learning Environment (ALE)** at the Capgemini Apprentice Training Centre in Telford (page 3 – 4).

Following the ALE, higher apprentices will complete a series of two-day training workshops and a series of three-hour webinars spread over the next 18 months. Between these sessions the higher apprentices will continue work on client projects to deepen their technical skills and broaden their understanding of other key professional areas.

This **sample schedule** gives more information on the modules each apprentice will study.



Fresher induction

During their first week in Capgemini, the higher apprentices will join a fresher induction in Telford.

The induction will provide a full introduction to Capgemini and the programme, including:

- » Capgemini business structure and goals
- » Apprenticeship induction
- » Technical induction

Individual learning plan (ILP)

As part of their induction all Capgemini higher apprentices will complete their individual learning plan (ILP). It gives both apprentices and managers details of all planned training – all technical and academic units, vendor qualifications and work based learning modules.

The ILP can also be used as a reference to plan your apprentice's tasks and workload. QA will work closely with Capgemini managers to continuously monitor and update each apprentice's learning plan to ensure the apprenticeship is delivering the right results.

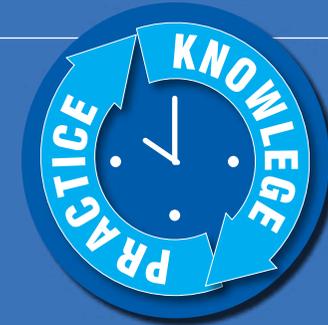
NB – all work-based module timings are flexible to accommodate the flexible nature of apprentice project postings.

Capgemini will identify the most appropriate first project for the higher apprentice, and can amend the planned order of the work-based modules to suit their role.

QA Apprenticeships' training methodology

QA Apprenticeships has a dedicated team of specialist tutors, and a methodology for training specifically designed to suit apprentices. We believe that at least 50% of technical training should be delivered via practical exercises and real world examples.

Typically one hour of new learning will be followed by an hour of practical hands-on work to embed the new skills.



Qualifications

The Capgemini programme has been designed to meet the requirements of the Level 4 Higher Apprenticeship for IT, software, web and telecoms professionals. The higher apprentices will work to complete units in:

Level 4 City & Guilds Diploma in Professional Competence

This **competence** qualification requires the higher apprentice to achieve a total of 80 credits. This includes two mandatory units worth 15 credits and a choice from over 30 optional units, flexible to the apprentices' roles and projects, to achieve the remaining 65.

Level 4 City & Guilds Diploma in IT Systems & Principles

The **knowledge** qualification requires 120 credits. Four mandatory units account for roughly half of these, with the other half earned by completing optional units.

These optional units can again be flexible to each of the three streams and evolving technology needs within them.

The Accelerated Learning Environment

The Accelerated Learning Environment is designed to deliver project-ready apprentices to Capgemini's business units after just 13 weeks.



The ALE includes four learning 'sprints' of three weeks; two weeks of training and one week of business integration and project work.

Above the core training, it also embeds agile working practices, Capgemini values and experience of working in teams to complete an extended project on time and to present the results.

Introduction to Capgemini

Between each sprint, apprentices will have a week to work on their **extended project** (below) and introduce themselves into the organisation.

The apprentice will also receive three days of professional development QA training during these weeks:

- Assert yourself and build confidence (2 days)
- Respond to change (1 day)

Extended project

The extended project will be based on a real piece of Capgemini client work. Apprentices will work in small groups during the ALE to complete the project. In the final ALE week, each group will complete their project work and present it to tutors and managers on the final day. You will have support from the QA tutor during this week.

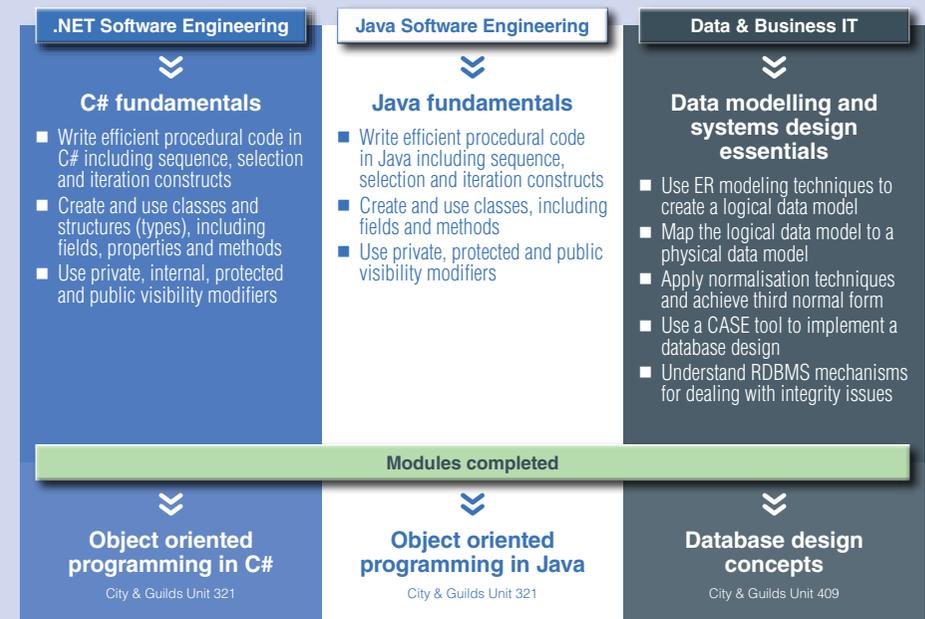
ALE SPRINT ONE

Completed by all apprentices starting the programme, sprint one provides sound technical understanding and practical technical skills.

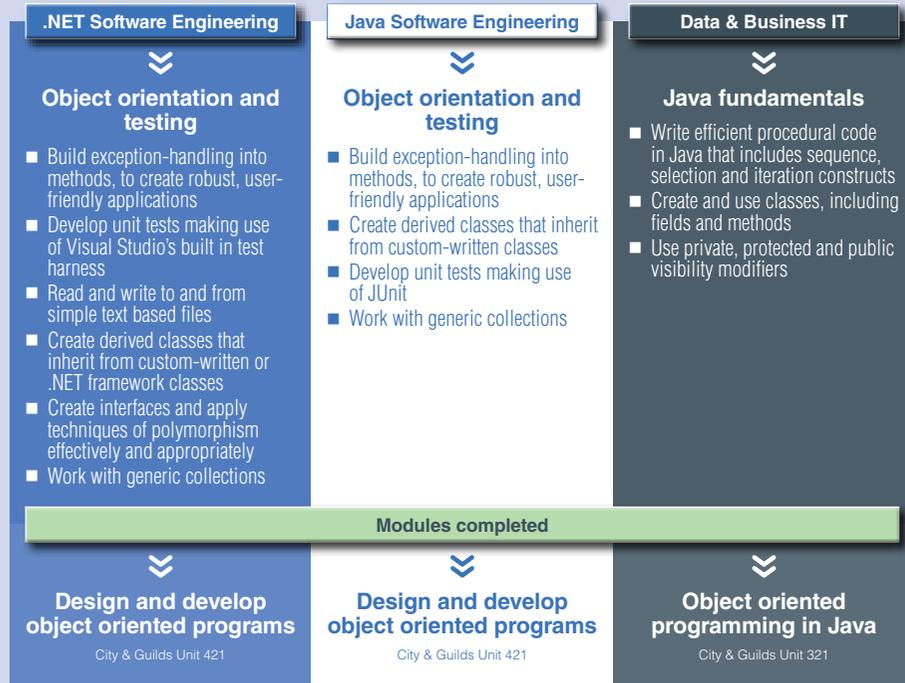


ALE SPRINT TWO

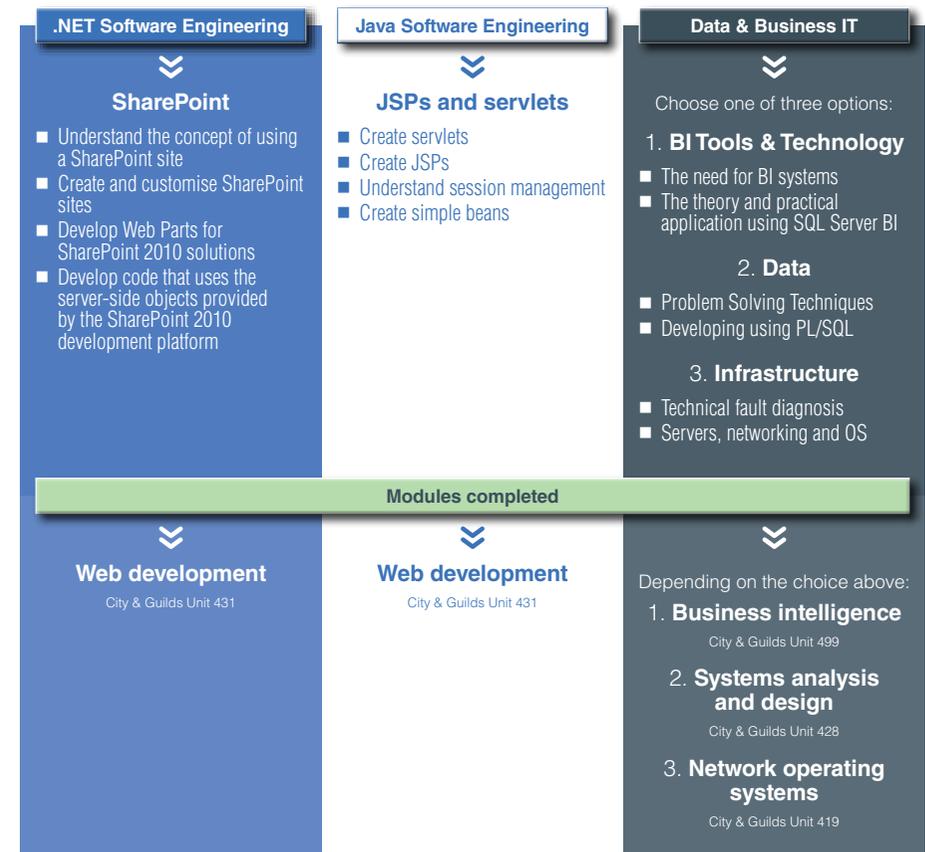
The apprentices break into their three streams for more specific technical training.



For the third sprint, the apprentices continue training in their three streams.



The final sprint sees the three streams cover the following units before completing their extended project (page 3).

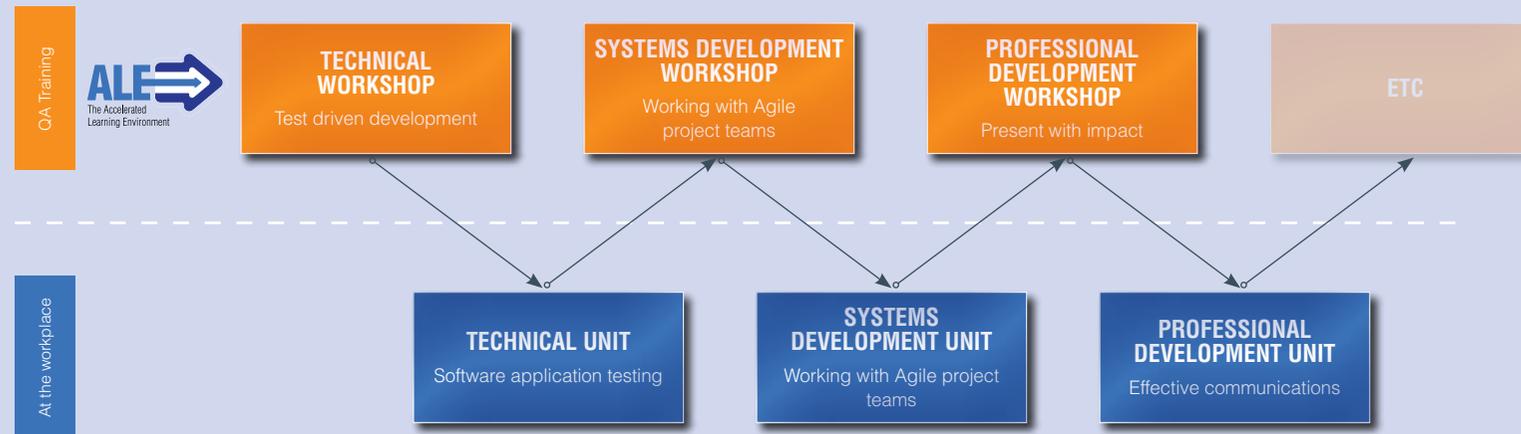


After the ALE – workshops, work-based projects and assessments

After ALE, the higher apprenticeship will follow the various client projects that each apprentice works on over the next 18 months.

QA will provide new skills and knowledge to complement the experience gained on the job. This will take the form of a series of two-day training workshops, with structured project and work-based assignments to complete in between each set of training.

What an apprentice might learn...



The QA training workshops

Systems development and best practice

At QA training centre



All higher apprentices will attend three sessions, each aligned to core modules in the Diploma in Systems & Principles:

- Working with Agile project teams
- Systems development essentials

At the workplace



These sessions are then used to complete appropriate City & Guilds technical units:

- Unit 400: Working with Agile project teams
- Unit 402: Systems development essentials

Technical

At QA training centre



For the technical sessions, the apprentice can choose **two from the following options:**

- Developing using WPF
- Developing websites with ASP.NET MVC
- Developing websites with ASP.NET web forms
 - Test driven development – .NET | Java
 - Further with Java – Data & Business IT
 - Web development – Data & Business IT
 - Software testing

At the workplace



These sessions are then used to complete appropriate technical units, for example:

- Unit 505: Programming in .NET
- Unit 414: Developing event driven solutions
 - Unit 431: Web development
- Unit 426: Software application testing

Personal and professional development

At QA training centre



These two sessions form part of the Capgemini Professional Development Track:

- Present with impact
- Manage own work and time

At the workplace



This portfolio of skills will lead towards the following modules:

- Unit 401: Effective communication in business
- Unit 403: Personal and professional development

The assessment method

Each module is assessed by the QA project-based assessment methodology, including:

- **A project plan** – agreed during the workshop sessions
- **A weekly activity log** – submitted to HA leads and assessors
- **Capgemini Assignment Reports** – included in the portfolio
- **A presentation** – during the following workshop
- **Final report** – submitted to assessor for validation

Training complete

From higher apprenticeship to sponsored degree

At the end of two years, the higher apprenticeship is complete, and apprentices will begin to study towards the top-up to foundation degree and BSc Bachelors degree.

The next 18 months, from the beginning of year three to the middle of year four, will see the graduated apprentices complete the 120 credits needed to achieve the foundation degree. Modules will include:

- Software and systems architecture
- Advanced software engineering
- Maths for technology
- Business intelligence and analytics
- Work-based projects

The next 18 months after completion of the foundation degree will complete the final year of degree study, leading to achievement of a BSc in Computing. Modules will include:

- Innovation and product development in technology
- Embedded and mobile development
- Business strategy and finance
- People management
- Work-based projects



“ Capgemini is very focused on bringing value to the business and to its clients through its apprenticeship schemes. QA has been instrumental in developing a successful programme which has delivered a return on the company’s investment. QA Apprentices contribute to Capgemini’s commitment to innovation, and their attitude and training play a key part in maintaining Capgemini’s position as a global leader in its field.”

Christine Hodgson – UK Chairman, Capgemini

“ Being an apprentice at Capgemini is amazing. I am currently performing a specialist testing role on a large project and hope to further develop my skill set to fulfil more roles and increase my responsibility. There are so many great things about being an apprentice within Capgemini, not least being trained to use leading-edge software to increase productivity.”

Jack Eker – Capgemini Software Developer and QA Apprentice

For more information, visit:



www.qa.com/apprenticeships
www.uk.capgemini.com/apprenticeships

At a glance – Capgemini Higher Apprenticeship

Sample 24 month apprenticeship schedule – quick reference guide

At the workplace  QA training workshop

Before the programme starts						
Training	QA recruitment process Appoint apprentice Agree individual learning plan (ILP)					
Month no.	1	2	3	4	5	6
				Client projects Work-based units		
Month no.	7	8	9	10	11	12
	Client projects Work-based units			Client projects Work-based units		
Month no.	13	14	15	16	17	18
	Client projects Work-based units			Client projects Work-based units		
Month no.	19	20	21	22	23	24
	Client projects Work-based units		Complete all outstanding modules			Apprenticeship complete

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