



Academic & Employability Skills

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CLOUD AND COMPUTING

UNIVERSITY OF WALES TRINITY SAINT DAVID



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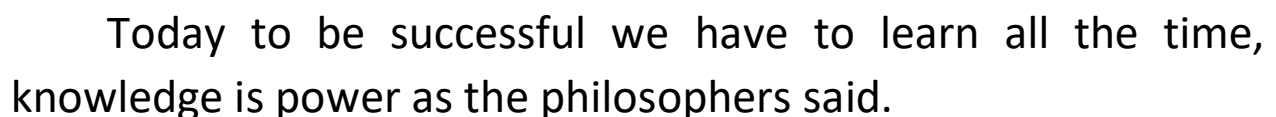
INTRODUCTION

About Me

- ▶ **My name is Nasko Tinchev**
- ▶ **Originally I am from Bulgaria, nice and beautiful country**
- ▶ **I am fast learning and very motivated person**
- ▶ **With strong background in the IT Industry**
- ▶ **Good communication skills**

I am 35 years old, married with one child. I grow up in a small town in Bulgaria. When I was 12 years old for the first time I saw computer and that was the key moment in my life. At the age of twenty four I started to work for local authority in my town as a Senior Helpdesk Support. I worked for them around two years then I left and started to work for a big company in Sofia. Working for that company I learned many things about the enterprise environment about networking, computers, phone systems, servers, firewalls, backup solutions and many other things. That was very helpful experience and basically that moment changed my professional view. After four years working for them I decided to leave the company and left to England hoping to realize my potential in an IT Industry.

My hobbies are basically everything with computers or computer technology. I like to be in touch with the new technology. I think to be successful today every professional must be inform for the newest technologies in an IT industry.



Social Skills

- ▶ Good communication skills
- ▶ Ability to work under pressure
- ▶ Problem solving skills
- ▶ Ability to take decision

For myself I can say that, I am very rigorous person. I like to be part of team with others, because to be part of team has some benefits. Most of them are fast learning, good motivation, friendly environment and etc. For myself I can say that I like to be push it into the “fire”, under pressure. When I am under pressure I am started to think quicker.

The key skills that I learn from how to present myself are. First I need to identify my skills, who I am, what I can do, what I know.

Second how to present these skills in a good way, in a way that will be useful in a particular job or position that we are going to apply.

SKILLS EVALUATION

Future

- ▶ Improve my knowledge in the IT sphere
- ▶ Better understanding on the network principles
- ▶ Learn to work in a team
- ▶ Improve myself as a person...

I think the key skills to be successful must be first very good self-motivation, ability to be adaptive toward the new things and always be in touch with the newest technologies.

Social Skills:

- Good problem solving skills
- Ability to work in a team
- Ability to take decisions
- Organizational qualities
- Good initiative skills
- Good communication skills

Technical Skills:

- Good understanding of different Operation Systems
- Network principles
- Network protocols
- Knowledge to work with different network devices such as routers and switches
- Good hardware skills

“Team working, problem solving, organization, leadership, initiative, attention to detail – there are so many buzz words out there, but what do they mean on the ground?”

In order to demonstrate that you have a particular skill, you first need to understand what it means, and that involves knowing what sort of behaviors and actions are components of that skill.”

(careersmart [1], Understanding and Evaluating Skills, 2017)

In total I think my biggest strength is my love towards this industry I love to be part of that industry. Every day I am doing online research about everything , about newest technologies, about new hardware, software or any other devices that just came on the market. As I said we must be all the time in touch with the newest things.

On other side I think my biggest weakness are not enough time to learn everything that I want, lack of knowledge about some specters of the Information industry. But I thing most of my lack of progression I owe of the not regular facing with this kind of problems.

- “See if there are behaviors you do not regularly engage in.
- See if there are skills that you do not use within your listed activities.
- Ask for feedback on your weaknesses.”

(careersmart [1], Understanding and Evaluating Skills, 2017)

After being selected for an interview, there are several things that we must do to prepare our self to be successful. First be confident, every employer know that interview for job could be stressful for everyone, but if you look confident and without any stress that could be very big benefit. On an interview for job we need to demonstrate complex skills that are required for the relevant position. Of course any additional certificates, previous work experience or anything else that could help you to get the job would be beneficial.

When we are looking for new job our CV very careful prepared. Our CV should be structured and filled up only with necessary information that is relevant to our professional skills.

“Writing a good CV and getting it right the first time will mean the difference between getting offers for an interview or rejection after rejection. If you feel that you meet the candidate specification for the role but you’re not getting interviews, it could just be that your CV needs more work. Fortunately, we’re here to help with our guide on how to write a CV!”

CV Templar Master [2], How to write CV (2019)

ACTION PLANS

Action plan for developing our skills is the best solution to see where we are and what we need to achieve in the close future or even in the next few years. First we need to identify what are our current skills, what are our abilities and where we need to focus our attention to improve them. Second what we would like to achieve, where we would like to go in career perspective. Last but not least we have to understand what are our long term goals, what we would like to achieve in a long term.

For short term goal I think it is important to develop many basic skills such as some research skills, basic understanding on the information technology field. I would like to achieve in the next few years in my academic study, many different skills, some of them are:

- Good programming skills on Python, PHP, C#
- Better understanding on the internet protocols
- Better knowledge of the Network principles
- Information Engineering
- Computer Architecture

My long term goal this will be for the next five to six years after finishing my study. It will be very beneficial if I manage to develop my IT skills on a highest level for example:

- Achieve good grade from the Cloud and Computing
- Achieve plenty of knowledge about IT industry
- Get some certificates like MCSE, CCNA and etc.

- To become IT professional

To do these things, first I need to achieve few things. In Academic plan I would need to get good grade in every module that I study in University of Wales Trinity Saint David. With hard work and good motivation I could achieve these things.

Employers are increasingly aware of the importance of investing in their staff and often have structures and processes in place to provide opportunities for the training and development of their employees.

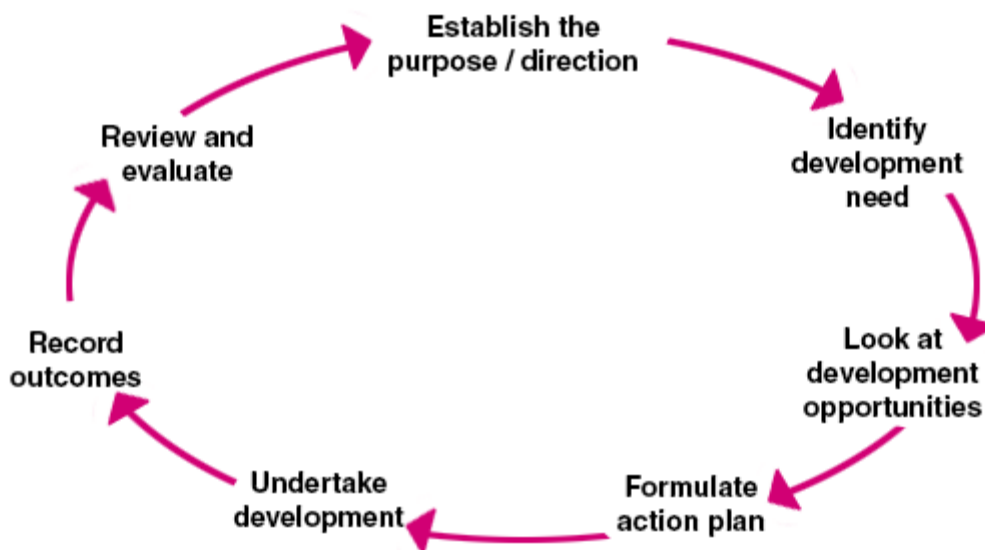
Nonetheless, managers also need to take personal responsibility for renewing and updating their skills and knowledge throughout their working lives. Personal development is a continuous lifelong process of nurturing, shaping and improving skills and knowledge to ensure maximum effectiveness and ongoing employability.

Personal development does not necessarily imply upward movement; rather, it is about enabling individuals to improve their performance and reach their full potential at each stage of their career.

“Personal development planning is the process of:

- establishing aims and objectives (or goals) - what you want to achieve or where you want to go, in the short, medium or long-term in your career
- assessing current realities
- identifying needs for skills, knowledge or competence
- selecting appropriate development activities to meet those perceived needs.

Personal Development Cycle



Action checklist

1. Establish your purpose or direction
2. Identify development needs
3. Identify learning opportunities
4. Formulate an action plan
5. Undertake the development
6. Record the outcomes
7. Evaluate and review

CMI Chartered Management Institute [6], Personal Development Planning (2019)

APPLICATION

Looking after you data

There are some threats that can occur during our daily base duties. From virus, Trojans, worms, Spywares, Logic bombs, Rootkits, Adware's and of course the biggest threat that we can face on internet is social engineering. Social engineering is a method of thinking, thinking how the regular user will secure his data. Thinking of how to breach the wall of secure without any difficult.

Today's days data protection is a key moment to be sure that your information, money or anything else is save and secured. From my opinion and experience I easily can say that there are many ways to secure our information and to be sure that no one will has access to it.

- a) Always keep backup copy of your data (files, folders, documents or anything else)
- b) Make sure nobody has access to your phone, computer, credit or debit card, ID or passport.
- c) Encrypt important files and put complex password at least 10 symbols long.
- d) If you using cloud service make sure, your access is secured and never attempt to connect the cloud service from public Wi-Fi spot. Always use secured Wi-Fi.

- e) If you are part of domain, the domain policy is applying so there is no more option about securing. But good secure “Hygiene” will be to use long complex password, at least one symbol, numbers, small and capital letters.
- f) Always change your passwords every few weeks, or at least every few months.

My solution to prevent unauthorized access to my data is simply I bought antivirus software, which I installed on my main computer. For backup solution I am using multiple hard drives, which they are in RAID storage. For me the best RAID level is level 1, because it is make duplicate or mirroring copy of main hard drive and in case of hard drive fault I will be sure that I will not lose my data. Also I am using external hard drive for additional backup, USB memory sticks for very important information. Of course probably the best option for me is the cloud, today many companies promote their cloud services and some of them offers very good products, but for me the best is Microsoft One Drive, with simple registration you have access to up to five gigabyte storage on their cloud for free without needs to pay for that. Cloud service is very useful because all the time you have access to your data no matter where are you around the world, the only thing that you need is computer or any device that can access internet.

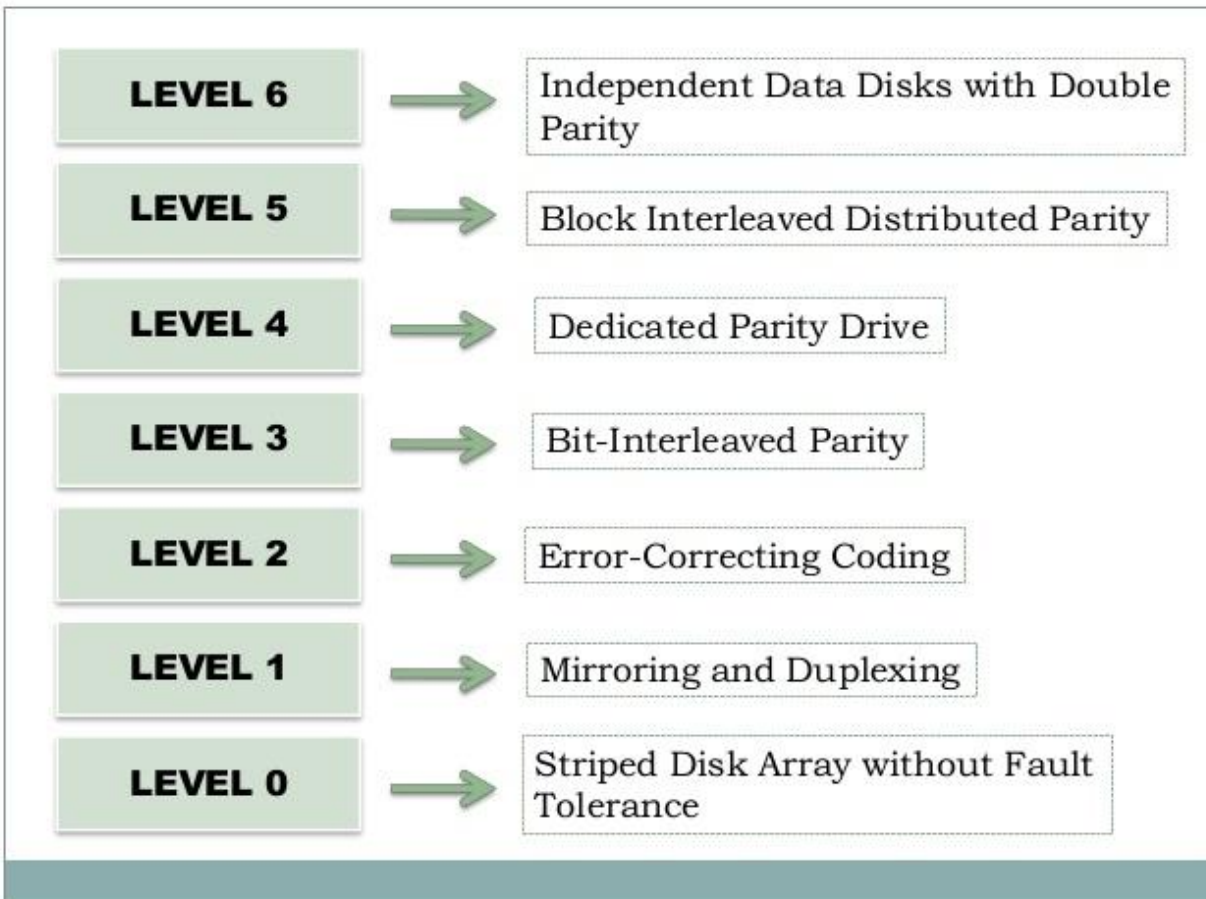


Figure 1 RAID Storage Levels [3]

“RAID level 1 – Mirroring

Data are stored twice by writing them to both the data drive (or set of data drives) and a mirror drive (or set of drives). If a drive fails, the controller uses either the data drive or the mirror drive for data recovery and continues operation. You need at least 2 drives for a RAID 1 array.

Advantages

- RAID 1 offers excellent read speed and a write-speed that is comparable to that of a single drive.

- In case a drive fails, data do not have to be rebuild, they just have to be copied to the replacement drive.
- RAID 1 is a very simple technology.

Disadvantages

- The main disadvantage is that the effective storage capacity is only half of the total drive capacity because all data get written twice.
- Software RAID 1 solutions do not always allow a hot swap of a failed drive. That means the failed drive can only be replaced after powering down the computer it is attached to. For servers that are used simultaneously by many people, this may not be acceptable. Such systems typically use hardware controllers that do support hot swapping.”

Ideal use

RAID-1 is ideal for mission critical storage, for instance for accounting systems. It is also suitable for small servers in which only two data drives will be used.

PPREREASURE [4], RAID 2019

Time management and organization

With today's modern life to manage your time is whole miracle unless if you do not know how. Managing our time could be very difficult, because we are running from morning until evening. Everyone must split his time enough to have time for everything through sleeping, eating, going to work, studying, meeting with friends, having free time for himself. Twenty four hours a day sometimes could be far not enough to do everything that you would like to do.

In my daily life I am divided between work and my daily bases things like eating, sleeping and etc. I am trying to manage my life in a way that fits my need. So basically I manage my time between work, study and daily life. Sometimes it is very difficult to find time to finish everything, but if you are motivated enough definitely you would find time.

Time Management Definition

“Time management is the process of organizing and planning how to divide your time between specific activities. Good time management enables you to work smarter – not harder – so that you get more done in less

time, even when time is tight and pressures are high. Failing to manage your time damages your effectiveness and causes stress.”

MindTools [5], What is Time Management

Usual Time managing

Activity	Start	End
Sending my child to school	8:30	9:00
Go to sleep	9:00	15:00
Pick up my child from school	15:30	16:00
Relax and preparing dinner	16:00	17:00
Watch TV, News, Movies	17:00	18:00
Go to sleep	18:00	20:30
Preparing for work	20:30	21:10
Go to work	21:10	22:00
Work	22:00	6:00
Go back to home	6:00	6:40
Go to gym	7:00	8:00
Breakfast for me and my child	8:00	8:30

CONCLUSION

In conclusion after successful graduate from University of Wales Trinity Saint David I will expect to achieve many more different skills. Skills that will help me to achieve greater goals in the vast field of the Information Technology Industry. Many different skills such as ability to do online research, to look for online or paper sources. Abilities to communicate with other people in that industry. Good Technical understanding on the matter.

I consider myself as intelligent person, who knows what I would like form my life. To be successful in the IT industry we have to learn all the time and never stop to learn.

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