



As the AkiraChix community, we agree to the following shared agreement that was created as collaboration between the AkiraChix, their trainers and the management.

## **1.0 WHO IS AN AKIRACHIX?**

By the end of the year we expect to have moulded an AkiraChix in these three holistic areas:

### **1.1 Attitude**

Respect, Positive Affirmation, Consistency, Morale, Collaboration/teamwork, Passion, Open mindedness, Pro-activity, Growth mindset, Fluid mind while creating, Abundance mindset, Go-getter, Confident, Curious, Resilient, be of generous spirit, and have a Sense of purpose.

### **1.2 Skills**

Trouble shooting both technically and personally, Presentation (self and content), Design thinking, Human Centred Design, Critical thinking, Team spirit, Conflict resolution, STEM (Science, Tech, Education and Math) learning, Financial literacy, Re-factoring, Expectation management, , innovative and creative, GIT, Expert programming, Design, Debugging, Self learning, Self leading, Research and analysis, Communication, Giving and Receiving feedback.

### **1.3 Knowledge**

Resilience, Planning, Prioritizing, Self love and cheering on, Life-long learning, Critical thinking, Browser compatibility, Version control, Best practices, Dating, Sex and Relationships, Self awareness, Self direction, Family, Design thinking, Substance abuse, How things work, Big players and Exposure, Leadership, Business knowledge, History of tech, Core programming, Design, Network building.

## **2.0 WHO IS AN AKIRACHIX TRAINER?**

1. Smart/Intelligent- they know their content
2. Practise what you teach
3. Practical in their content, examples and content
4. Consistency
5. Ethics and Integrity
6. Commitment
7. Empathy
8. Curiosity
9. Life-long learner
10. Accessible and approachable
11. Energy
12. Intellectual humility



### **3.0 EXPECTATIONS FROM THE CLASS OF 2017**

#### **3.1 Academically**

1. Graduate
2. Build
3. Learn
4. Acquire computer literacy skills

#### **3.2 Personally/Professionally**

1. Become a great graphic designer, web designer, entrepreneur and programmer.
2. Acquire skills to get a job.
3. Increase knowledge.
4. Socialise, meet new people, make new friends and have fun.
5. Grow professionally.
6. Acquire leadership skills.
7. Gain work and tech experience.
8. Become a self driven person.
9. Achieve the goals set out for the year.
10. Become an open minded person.
11. Create professional and peer networks.
12. Become an innovator.
13. Be mentored.
14. Be the best in whatever they are doing.
15. Become successful.
16. Acquire critical thinking skills.

#### **3.3 AOB (Any other business)**

1. Provision of daily meals, bus fare and a conducive learning environment.

### **4.0 BRANDING AND PUBLIC RELATIONS (PR)**

1. You are an AkiraChix ambassador and as such you must own the brand and carry yourself in a way that reflects AkiraChix values.
2. We document our process and tell our stories through video and photography which may or may not be used on our digital and print assets, however signing this agreement constitutes a release form.



## **5.0 BUILDING A TRUSTING AND PERSONALIZED APPROACH**

### **5.1 Trust**

**T-** Truth and consistency

**R-** Respect for time and names

**U-** Foster unity of concepts and students

**S-** Support by affirmation and gentle correction

**T-** Two-way communication and feedback

### **5.2 Personalize**

1. Learn names
2. Affirmation
3. Two way communication and feedback
4. Contextualize examples used while teaching and when the students are answering questions
5. Use of case studies
6. Use of your own personal life examples
7. Confidence

## **6.0 CREATING A GREAT LEARNING ENVIRONMENT**

1. Have all the necessary tools and facilities for learning for example software, hardware etc.
2. Encourage questioning and divergent thinking and answers
3. Curiosity and self learning.
4. Personalised assessment, attention and feedback
5. Focus on the process rather than the destination.
6. Encourage team work rather than group work.
7. Connecting life and class work.
8. Make the classes' fun, engaging and student based.

## **7.0 PERFORMANCE AND DISCIPLINE**

### **7.1 Performance entails:**

1. Time keeping
2. Attendance
3. Following instructions given
4. Delivery of assignments on time
5. Class participation
6. Self learning and personal initiative
7. Ethics and integrity
8. Honesty

### **7.2 Discipline entails:**



1. Every student will have a file.
2. If the trainer gets into class before you, you cannot get into class.
3. "3 strikes you're out" rule

**Strike 1:** Verbal warning by the Programmes Officer

**Strike 2:** Warning letter which will be put in the AkiraChix file

**Strike 3:** You're out!!! (Expulsion from the programme)

## **8.0 PROCEDURE TO REPORT PERSONAL, ACADEMIC AND INTERPERSONAL ISSUES**

### **8.1 Academic Issues**

1. Report to your class rep or School Series buddy verbally however the complaint must be documented in writing via email.
2. Class rep/ School Series buddy tells programs officer.
3. Programs officer or trainer gives feedback on the matter within 24 hours if the matter is urgent and a week's (7 working days) time if not and either gives written or oral feedback. (Feedback must be documented)
4. Give a two week period for implementation.
5. Programs officer or AkiraChix management checks to see if the issue has been resolved and every party involved is content.
6. If not, then we shall institute another plan of action.

### **8.2 Personal Issues**

1. Write a letter via email to the Programs Officer and or AkiraChix management articulating the issue.
2. If the matter is urgent, AkiraChix management shall reach out within 24 hours, if not, within a week's (7 working days) time, management shall reach out to you to discuss the issue further and come up with plausible solutions.
3. Give a two week (14 working days) implementation period.
4. Programs officer or AkiraChix management checks to see if the issue has been resolved and every party involved is content.
5. If not, then we shall institute another plan of action.

### **8.3 Interclass Conflict Resolution**

Before an interclass dispute is escalated to a third party mediator (AkiraChix Management), the Class of 2017 came up with a mitigation plan of action to deal with conflict.



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1. Get to know each other's strengths and weaknesses by developing relationships with each other which are beyond being class mates.
2. If the incident has resulted into a physical fight or verbal/emotional abuse, separate them or stop the verbal attack by ensuring they are in two different rooms.
3. Understanding the problem by listening to both sides without picking sides.
4. Involve a third party from the class, either the class rep or another student.
5. Ensure that communication is amicable.
6. Try and come up with possible solutions to the matter.
7. If the conflict is still not resolved after a week then involve the AkiraChix Management.



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**Signed by AkiraChix Student:**

**Name:** .....

**Signature:** .....

**Date:** .....

**Signed by and on behalf of AkiraChix Trainers and Management:**

**Name:** .....

**Signature:** .....

**Date:** .....