INTERNSHIP PROGRAM PROCESS

eXcelerate
DATA TELLS A STORY. BE THE STORYTELLER

1 2 3 4 5 6

PHASE 1: APPLICATION

Fill out and complete form.

PHASE 2: APPLICATION STATUS

Within 48 business hours, you will receive an approval or denial from our team.

PHASE 3: PAYMENT DUE

If accepted, within 48 hours at least a 50% deposit is due. Students who pay in full will receive a 15% discount.

PHASE 4: CLIENT REVEAL + PROGRAM DETAILS

Once payment is made, students will receive the sponsoring organization's name, along with additional organization and internship details within 24 business hours.

PHASE 5: PREREQ DETAILS

Students will be provided with prerequisites (i.e. basic Excel assessment).

PHASE 6: INTRO KICKOFFS

PROGRAM KICKOFF
Meet the team, your fellow intern classmates, and an intimate, virtual meet and greet with the COO and management team of the sponsoring organization!

Once done, it is time to officially start the training program!

INTERNSHIP PROGRAM PROCESS (CONT.)

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PHASE 7: EXCEL TRAINING
50 HRS

Training is now in session. Students will spend roughly 50 hours learning key functions and formulas in Microsoft Excel from their designated program instructors.

During this period, students will also be assigned weekly exercises to ensure they are able to apply classroom learning to practical dataset examples.

PHASE 8: EMAIL TRAINING
6.5 HRS

During this phase, students will receive their company issued eXcelerate email address as well as learn how to communicate data findings effectively via email.

PHASE 9: KPI TRAINING
6.5 HRS

During this phase, students will learn how to identify appropriate key performance indicators.

PHASE 10: REPORTING KICKOFF
VARIES

Students will be assigned reports and the business function in which they will be supporting.

PHASE 11: REPORT TRAINING
25 HRS

Students will work on their assigned reports and end of program client deliverables with their assigned team, with the help of their program managers.

PRESENTATIONS

Students will present their reports and KPI findings to the COO and designated business function of the sponsoring organization.