

## Hello!

As we approach the end of 2024, it's time for our December newsletter—a chance to reflect on a year filled with meaningful connections, growth, and celebrations within the SUSS BA community.

This issue takes you on a journey through the highlights of the past months. The year kicked off with the Freshmen Welcome Party (FWP), where we warmly greeted new BA students, helping them ease into the vibrant SUSS environment. We hope the freshmen have found their start exciting and fulfilling! BAIG also opened its doors to fresh talent through a recruitment drive, and while not everyone could join this time, there's always next year to get involved.

Recognizing the hard work and dedication of our cohort, BAIG distributed Welfare Packs to bring a little extra joy and encouragement during the semester. Additionally, our members came together for informal mini-events and bonding sessions, strengthening our sense of community.

To cap it all off, the year wrapped up with our much-anticipated Welcome Party with the new members, a heartwarming celebration of friendship and holiday cheer. As we step into 2025, let's carry forward the camaraderie and enthusiasm that define our BA family!

## *Kickstarting Q4 2024 with*

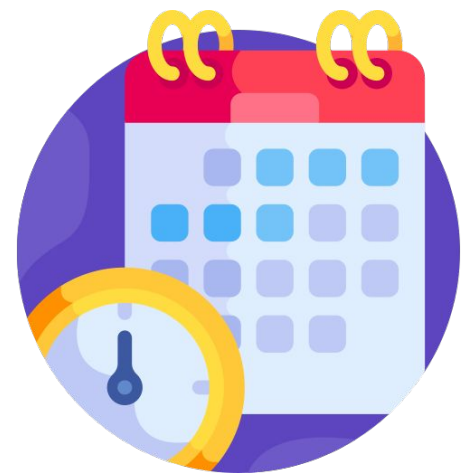
**BAIG President closing statement**

**Get a headstart in your WA/internship Hunt**

**Interview with BSBA students juggling internship, studies and other commitments**

**'Tis the season to upskill!**

**Mini Python Challenge**



**Source: Flaticon**

# Balancing Academics and Leadership: Insights from Emmanuel Tiew, President of BAIG 2024

## Introduction

Meet Emmanuel Tiew, the dedicated President of the Business Analytics Interest Group (BAIG) at SUSS. As a leader, Emmanuel has skillfully balanced the rigors of academic life with the demands of leading BAIG. Through his journey, he has not only cultivated technical expertise but also honed invaluable leadership and teamwork skills that have shaped his outlook on the broad and ever-evolving field of business analytics.



In this exclusive interview, Emmanuel shares the strategies, tools, and insights that helped him thrive as both a student and leader. From practical tips on managing responsibilities to lessons learned from overcoming challenges, Emmanuel's story offers inspiration and advice for aspiring leaders and analytics enthusiasts alike.

Dive in to discover how Emmanuel's leadership has shaped BAIG and how his experiences continue to influence his understanding of business analytics, teamwork, and the importance of passion in navigating career paths.



**Q: How did you manage the demands of being both a student and a leader in BAIG? Are there specific strategies or tools that helped you succeed?**

**Emmanuel:**

Balancing academics and leadership in BAIG required a structured approach, where I relied on key tools to enhance productivity, support my learning, and manage my responsibilities effectively:

***Google Calendar***

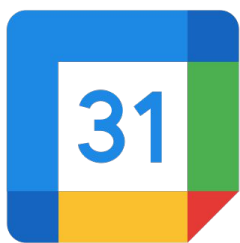
This was essential for organizing my schedule and ensuring I allocated sufficient time to both academic and leadership tasks. By visualizing deadlines, class schedules, and BAIG commitments, I could prioritize effectively and maintain a balance without missing important tasks.

***LeetCode***

Practicing problem-solving and programming on LeetCode helped me strengthen my technical skills, especially in coding and algorithms. This not only improved my coursework performance but also gave me confidence in applying technical knowledge during BAIG projects or workshops.

***DataCamp (Subscription needed)***

I used DataCamp to reinforce classroom learning with hands-on exercises and concise lessons. It was particularly useful for staying ahead in data analytics concepts, which I often incorporated into BAIG initiatives, such as workshops or discussions on industry trends.



### ***Honorable Mentions: ChatGPT, Gemini, and Copilot***

These AI tools were invaluable when I needed quick clarifications or solutions for problems I was "pai sei" to ask about in class. ChatGPT and Gemini allowed me to explore topics in-depth, ask follow-up questions, and refine my understanding of complex concepts. Copilot and ChatGPT provided coding assistance, helping me debug and optimize code efficiently. These tools are very useful but should not be abused. When used correctly and in moderation, it can reinforce understanding and learning of a subject.

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By relying on these tools and consistently refining my strategies, I managed to get by as both a student and a leader, ensuring that I could contribute meaningfully to BAIG while keeping up with my academic performance.

**Q: How has leading BAIG shaped your perspective on your understanding of business analytics, and what advice would you give to students navigating their career paths in such a broad and dynamic field?**

#### **Emmanuel:**

Leading BAIG has deepened my understanding of applying business analytics in real-world scenarios. I learned to bridge the gap between technical knowledge and practical application, particularly through organizing workshops and talks that highlighted industry trends and emerging technologies. Beyond technical expertise, I realized the importance of people skills in leadership. Knowing how to inspire, motivate, and collaborate effectively with others is just as critical as technical acumen.

BAIG also taught me the value of spotting and nurturing good leaders within the team. Recognizing individuals' strengths and leveraging them to achieve shared goals is a trait I developed through this experience. It's a learning process that has expanded my perspective on leadership and teamwork.

One profound insight I gained is that, as business analytics students, we have the unique ability to contribute to virtually any industry—and yet, paradoxically, we belong to none specifically. Deciding which industry to enter can be tricky, but my advice is to follow your heart and pursue where your passion lies, even if it's just a spark. If you're interested in the music industry, for example, you don't have to be on stage to make an impact—working behind the scenes with data can be incredibly rewarding. If your calling is the sea, working with shipping or maritime analytics can offer exciting opportunities. For those drawn to banking or finance, there's endless potential to create value by leveraging data to optimize operations and enhance decision-making.

Ultimately, the versatility of our field is both an advantage and a challenge. Following your passion—even a small one—can make your work feel more meaningful and fulfilling, turning any industry into the right one for you.



## **Q: What has your leadership experience taught you about teamwork and collaboration, especially in a data-driven field like business analytics?**

### **Emmanuel:**

Leadership in BAIG underscored the importance of diversity in collaboration. I learned that each member's unique perspective adds value, especially when interpreting data or solving complex problems. Open communication, active listening, and mutual respect were critical for fostering a cohesive team. I also realized that clear role allocation and goal-setting are essential for streamlining efforts, especially in data-driven projects where precision and alignment are critical.

In addition to leading BAIG, I am also a scout leader for my secondary school and the West Area. This experience compliments my work in business analytics by sharpening my ability to lead diverse teams and adapt to varying situations. Scouts often require quick decision-making and the ability to manage group dynamics in high-pressure environments, which directly translates to managing analytics teams and handling tight deadlines or complex datasets. Both roles emphasize the importance of collaboration, resourcefulness, and fostering trust among team members.

Moreover, as a scout leader, I have developed strong mentorship skills—guiding young leaders to grow and take ownership of their roles. This is similar to business analytics, where nurturing a team's strengths and empowering members to contribute meaningfully is essential for success. By blending my experiences in BAIG and scouting, I've cultivated a leadership style that values both precision and adaptability, which are vital in the ever-evolving field of business analytics.



**Q: What was the most difficult challenge you faced as a leader in BAIG, and how did you overcome it? What did you learn from that experience?**

**Emmanuel:**

The most challenging moment I faced as a leader in BAIG was dealing with issues that arose when an organising committee did not follow the proper procedures that had been clearly established. This was particularly disappointing because I felt I had communicated these guidelines as effectively as possible. Yet, there were instances where members either disregarded the instructions or were unaware of them, leading to confusion and mismanagement.

To address this, our executive committee convened with the organizing committee to discuss the matter openly and constructively. By fostering an environment of understanding and mutual respect, we were able to find a peaceful resolution that allowed all parties to learn from the experience. The organizing committee acknowledged their oversight and developed a clearer understanding of the financial protocols, while the executive committee reflected on how communication could be improved to prevent similar issues in the future.

This experience underscored that communication is key—not just in conveying information but in ensuring it is understood and followed. It also taught me that leadership involves not only setting expectations but continuously reinforcing them to ensure alignment. It also highlighted the importance of accountability and the value of constructive dialogue in resolving conflicts.



## **Q: Do you have any closing words for your EXCO? How important was teamwork in achieving BAIG's goals?**

### **Emmanuel:**

To my EXCO, thank you for your dedication, creativity, and resilience. Our achievements wouldn't have been possible without the collective effort of each one of you. Teamwork was the cornerstone of our success; it allowed us to pool our strengths, learn from each other, and adapt to challenges. Together, we turned ideas into impactful initiatives and built a fun, inclusive, and close-knit community for BAIG members. I'm proud of what we accomplished, and I hope you continue to carry forward this spirit of collaboration and growth.

I understand that we have had our differences, and I deeply appreciate your patience and willingness to bear with me as we navigated challenges together. For the rest of you reading this, consider joining BAIG in the next round and participating in our events! It's an opportunity to learn, grow, and be part of something meaningful.



**BAIG '24 Executive Committee.  
(Missing General Secretary, Amberly)**



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# Get a headstart in your Work Attachment/Internship Hunt

Are you searching for an internship but unsure where to begin? Ever wonder how to stand out and make a lasting impression to hiring managers? Take a chance with the upcoming SUSS Career Fair 2025 as your gateway to career success! Whether you're a first-time intern or looking to build more experience, this is your chance to gain an edge, expand your network and connect with top industry recruiters who can significantly impact your career journey.



The graphic is a promotional poster for the SUSS Career Fair 2025. At the top left, it features the SUSS logo (Singapore University of Social Sciences) and the text 'SUSS CAREER FAIR 2025 IS COMING TO TOWN!' and 'SOARING TO SUCCESS'. Below this is a QR code and the text 'REGISTER NOW' and 'SUSSCAREERFAIR.SEEMECV.COM/'. On the right side, there is a section titled '#BEHIRED 2025' with two options: 'PHYSICAL' on '21 JAN 2025 | 12-8PM' at 'SUNTEC CITY CONVENTION CENTRE, LEVEL 3, NICOLL 1-3' and 'VIRTUAL' on '22-24 JAN 2025' on a 'VIRTUAL PLATFORM'. At the bottom left, there are four bullet points with checkmarks: 'Expand Your Network', 'Meet Employers 1-On-1', 'Explore Career Opportunities', and 'Discover Company Culture'. The background is a stylized blue and purple geometric design with a paper airplane.

**Source: CD Outreach (SUSS)**

## Why the SUSS Career Fair 2025 #BeHired is a Must-Attend Event

Think of the SUSS Career Fair #BeHired 2025 as your gateway to a world of opportunities. Taking place in two formats - physical on 21 January at Suntec City Convention Centre, Level 3, Nicoll 1-3 and virtually from 22 to 24 January on a dedicated virtual platform (register here: <https://susscareerfair.seemecv.com/>). The career fair is designed to be as accessible and engaging as possible.

Meet with representatives from leading companies across diverse industries, explore internships and job roles and even get direct insights into what companies are looking for in their ideal candidates. It's not just a chance to apply for internships; it's an opportunity to network and leave a lasting impression on potential employers.

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## **Who should attend?**

Everyone! Whether you're a student actively searching for your first internship, someone looking to deepen your professional experience, or even a curious explorer with no immediate internship plans. The SUSS Career Fair has something valuable for you!

- **For Those Actively Searching:** This is your chance to connect with recruiters, learn about open roles and even make your first professional impressions. With a wide range of industries represented, you're bound to find positions that align with your career aspirations.
- **For Those Building Experience:** If you're seeking to strengthen or diversify your work background, this fair provides a unique opportunity to explore different fields, network with industry insiders and get insights into what skills are in demand.
- **For the Curious Surveyors:** Not everyone is in a rush to secure an internship and that's perfectly fine! Even if you're just testing the waters, attending the fair can help you understand what type of roles are out there and what companies are looking for. It is a great way to prepare for future opportunities and get a headstart in planning your career path.

No matter your current plans, the SUSS Career Fair 2025 will be a valuable experience that can guide and inspire you as you shape your professional future.

Psst... check out the announcement on SUSS Portal to find out what lucky wins you can get from SUSS Career Fair 2025 #BeHired! Winners will be contacted via their SUSS email within 2 weeks from 24 January 2025 to collect their prizes.

## **Preparation is Key: Meeting Your WA Requirements**

The Work Attachment (WA) program is a significant step in your academic and professional journey. Whether you plan to stick to the 6-months WA or go for the 12-months Work-Study Attachment, here's what you need to complete to show that you are committed and ready for the challenge.

There are two parts of preparation that you need to do before you are ready to embark on your WA journey.

1. Academic Requirements
2. Non-Academic Requirements

*Read on to find out more!*

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1. **Academic Requirements:** To ensure that you are able to have a meaningful internship with the organisation and gain meaningful experience during your tenure. The school has laid out some pre-requisite courses that you **MUST** take before you embark on your WA.

School	Programme	Pre-requisite Course
School of Business	Bachelor of Science in Business Analytics with Minor	<ul style="list-style-type: none"> <li>• BUS105 Statistics</li> <li>• ANL201 Data Visualisation for Business</li> <li>• ANL303 Fundamentals of Data Mining</li> <li>• ANL252 Python for Data Analytics (Recommended)</li> <li>• ICT330 Database Management Systems (Recommended)</li> </ul>

**Source: Work Attachment Information Guide (SUSS)**

If you follow the Study Plan recommended by the school, you should have no problem meeting this requirement before you start on your 6-month/12-month journey.

2. **Non-Academic Requirements:**
  - a. **5 Compulsory Modules on CANVAS:** To help you adjust and have meaningful experiences with your organisation, SUSS has prepared 5 short modules for you to complete and give you confidence and clarity about expectations in a professional setting. The modules are (1) *Ready-Safety-Go Training for Interns*, (2) *WA001: Career Planning & Self-Discovery*, (3) *WA002: Job Search and Interview Skills*, (4) *WA003: LinkedIn Profiles and Elevator Pitch* and, (5) *WA004: From Idea to Startup*. Do note that the modules will be available all year round except for April and November (exam months).
  - b. **Resume and Cover Letter Approval on Kinobi:** Kinobi is a ATS-friendly resume builder platform designed to help you create resumes that are optimised for Applicant Tracking Systems (ATS) - commonly used by employers to screen job applicants.

To log in to your account, you can go to <https://suss.app.kinobi.asia/suss> and sign in using your SUSS Outlook credentials. Ensure that your Resume and Cover Letter are polished and ready. Upload them on Kinobi for review and approval. Presenting a professional cover letter is critical as it showcases your experiences, skills and achievements at a glance.

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## **Do note!**

If you plan to self-source your WA, meaning sourcing from other avenues apart from Kinobi, you need to ensure that the job description has been approved by your WA Mentor and Career Development. To find out who is your WA Mentor, log in to Kinobi (<https://suss.app.kinobi.asia/suss>), go to Your Profile / Profile Overview then click on EDIT PROFILE. Go to “Additional Info” and scroll down to “Assigned Mentors” to view your assigned WA Mentor.

## **Why Preparation Matters**

Taking these preparatory steps is not just about checking boxes - it's about setting yourself up for a successful Work Attachment and potentially your career. By meeting the academic and non-academic requirements in advance, you will feel more confident, capable and ready to tackle the demands of your internship. Additionally, completing these requirements early shows your prospective employers your proactive attitude and commitment to self-improvement - qualities that go a long way in any career.

We encourage you to plan your time and approach these opportunities with enthusiasm and purpose. Dress professionally, practise your elevator pitch and approach each employer with curiosity, confidence and most importantly - an open mind. The SUSS Career Fair is not just about finding a placement; it is about building a network, gaining insights and establishing your brand as a young professional.

Prepare now, seize the opportunity and take your first step towards an exciting career path. The future starts here - are you ready to make it yours?

# Tips for Balancing Multiple Commitments

## Introduction

We are thrilled to share insights from our interview with Daniel Lim, a fellow second-year student in the Business Analytics (BA) major who is currently balancing a fast-paced internship in Marketing Analytics, his full-time studies and an active role in the Business Analytics Interest Group (BAIG).

In this interview, he shares his strategies for managing a demanding schedule and staying productive to excel in his roles. His experiences and practical advice are relevant to all students looking to make the most of their university experience.



*Image courtesy of Daniel Lim*

## **Q: Can you tell us more about your roles and how these commitments contribute to your goals?**

**Daniel:** In my Marketing Analytics internship, I analyse customer data to support marketing strategies and identify trends. My role in BAIG involves planning events, connecting with industry professionals and making analytics more accessible and exciting for students. For my studies, I deepen my technical skills, such as data visualisation, statistics, and coding, which are crucial in today's analytics-driven job market.

Each commitment helps me to build a unique skill set. My internship provides real-world exposure, BAIG offers networking and practical knowledge and my studies equip me with a solid foundation in Business Analytics.

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### **Q: Juggling an internship, BAIG responsibilities and full-time studies sounds challenging. How do you manage your time effectively?**

**Daniel:** For me, scheduling is everything. I start each week by listing my main priorities and I allocate time blocks for each commitment, where I set aside dedicated hours for my internship, study sessions and BAIG tasks.

I also keep myself organised by tracking deadlines and setting reminders and I tend to schedule more intensive tasks to be done when I am most alert. Planning ahead allows me to stay on top of each responsibility without feeling overwhelmed.

### **Q: What are some of the challenges that you have faced and how do you overcome them?**

**Daniel:** One major challenge is managing unexpected tasks or deadlines, especially when they come up in multiple areas at once. When that happens, I assess which tasks are urgent and which can wait.

I have also learned the importance of asking for support when needed, for instance letting my internship Manager know when I have exams approaching. Staying flexible and communicating openly with the people I work with helps me navigate these challenges effectively.

### **Q: How do you ensure that you stay productive and avoid burnout?**

**Daniel:** I have learned that taking breaks and keeping a balance is key. If I push myself too hard without resting, my productivity drops and I end up doing lower-quality work.

I make sure to step away and recharge regularly, usually with a workout or just a bit of time to relax. Setting aside some personal time each day helps me stay refreshed and ready to tackle my responsibilities.

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### **Q: What advice do you have for other BA students juggling multiple commitments?**

**Daniel:** My biggest advice is to prioritise what matters most to you and focus on that. Having a clear sense of why you are doing each activity helps you stay committed even when things get tough.

It is also important to set realistic goals and recognize your limits because it is fine to say “no” to certain things. Also, don’t be afraid to seek out resources like mentors, study groups or digital tools that can help you stay organised.

### **Q: What skills have you learned from your commitments that you think other students should focus on developing?**

**Daniel:** From my internship, I would say data storytelling and using analytics to inform strategy are key skills. BAIG has taught me the importance of networking and clear communication. As for my studies, technical skills like Python and data visualisation are essential.

I will encourage others to focus on developing a balance of technical and soft skills, as both are vital in the analytics field.

### **Q: Finally, do you have any advice for other BA students to help them succeed in this field?**

**Daniel:** Stay curious and keep learning! The field of analytics is always evolving, so take the opportunity to build a solid foundation in your studies but do not be afraid to explore topics on your own.

Try to gain hands-on experience early through internships or projects because this is the best way to apply what you are learning and understand the real-world impact of analytics.

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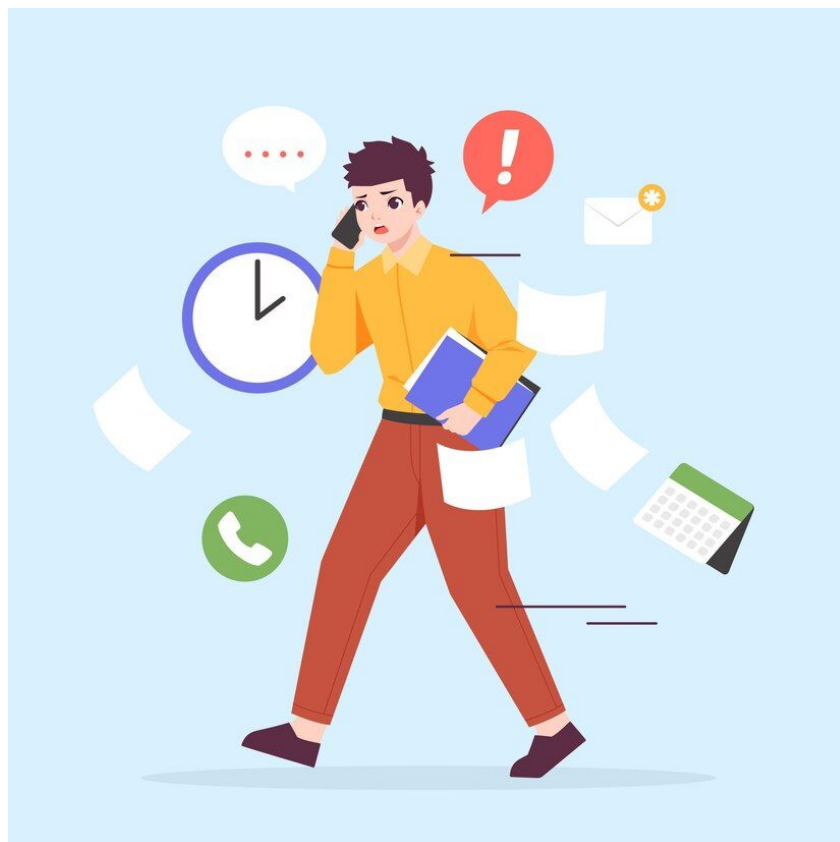
## Conclusion

In this interview, Daniel has provided invaluable insights into balancing multiple commitments while excelling in each of them. His practical tips on time management, prioritisation and staying adaptable are key strategies for success not only in the university but also in the fast-paced world of business analytics.

Daniel's story shows us that with clear goals, effective planning and a commitment to continuous learning, it is possible to thrive even with a demanding schedule.

His advice to stay curious, seek hands-on experiences and develop a mix of technical and soft skills is a reminder that building a career in analytics is a journey of constant growth.

For BA students navigating similar paths, Daniel's experiences serve as an inspiring example of how to make the most of your time at university, balancing academic goals with practical experience and personal well-being.



**Source: Freepik**



# Strategies for Managing Work, Studies and Well-Being

## Introduction

Meet Kang Lin, a third-year Business Analytics student and member of the Business Analytics Interest Group (BAIG). Currently working as a Management Information Systems (MIS) Analyst in a work-study program, he uses data insights to support decision-making.

In this interview, Kang Lin shares how he balances his studies, work, and personal well-being. He discusses strategies for managing classes, preparing for exams, and handling work pressures, with a focus on time management, organization, and mental health. His approach offers valuable insights into maintaining a productive, balanced lifestyle.



*Image courtesy of Kang Lin*

**Q: Do you find time to pre read lecture slides with work and assignments due? How do you fit it into your schedule?**

**Kang Lin:** I make it a point to review lesson materials on the same day as the lecture, which helps me stay aligned with the content and engage more effectively during class. I also dedicate time to work through discussion questions to deepen my understanding.

If I am unable to prepare in advance, I ensure that I review the lecture slides right before the lecture to familiarize myself with the key learning outcomes and ensure that I am adequately prepared to follow along. Managing my time effectively and staying organized is key to balancing my workload and academic responsibilities.

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**Q: When it comes to preparing for exams, do you have any study or time management tips that have worked for you in the past?**

**Kang Lin:** I do not consider myself naturally strong in studying, so I make a conscious effort to start revision early. Giving myself plenty of time reduces last-minute stress and allows for a more thorough review. I also break the material into smaller sections and create a detailed revision schedule to stay organized and focused.

Although I may struggle at times, starting early helps me stay on track and approach exams with a more structured, less overwhelming mindset.

**Q: What are your go-to study techniques for staying productive with other commitments?**

**Kang Lin:** To stay productive while balancing other commitments, I make it a priority to attend all my lessons and engage actively in class. Being present helps me absorb the material and stay on track, even during busy periods. Recognizing that I am not disciplined enough to study over the weekends, I treat class time as a built-in study block.

By staying focused in each session, I commit to at least three hours of study per week, which helps me maintain consistent progress without feeling overwhelmed.

**Q: What's one key takeaway from your internship that has helped with your studies or other areas of your life?**

**Kang Lin:** A key lesson from my internship is the importance of communicating commitments early. I am fortunate to have a manager who values work-life balance and understands the need for me to allocate time for both work and studies. This open communication has helped me set clear expectations and manage my time more effectively.

I understand that not all companies offer such support, which makes me appreciate this experience even more.

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### **Q: Do you have any hobbies that help you de-stress? How do you make time for them?**

**Kang Lin:** I do not have any specific hobbies, but I find myself unwinding by scrolling through social media apps like TikTok. While it is not a structured hobby, the short clips provide a quick mental break and allow me to temporarily disconnect from daily stresses. I typically set aside brief intervals during breaks or after tasks so it does not interfere with my productivity.

The short duration of the videos allows me to recharge without spending too much time on it. While I understand the importance of finding more intentional ways to de-stress, this quick escape offers relief and helps me reset during the day.

### **Q: What's one piece of advice you would give to someone trying to balance work and studies?**

**Kang Lin:** One piece of advice I would offer is to be mindful of your limits and avoid overloading yourself. It is important to realistically assess how much you can manage, especially when juggling both academic and work commitments. If you anticipate a busy work schedule, it may be wise to consider taking a lighter course load or choosing a less demanding minor.

I also recommend limiting yourself to no more than three modules per semester, as this allows for better time management and reduces the risk of stress. Ultimately, the key is to find the right balance that allows you to perform well in both areas without compromising your well-being.

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**Source: Freepik**

## **Conclusion**

In this interview, Kang Lin shares a thoughtful and practical approach to managing the challenges of balancing work, studies, and personal well-being. His strategies cover a range of areas, from mastering time management and starting exam preparation early to setting clear boundaries and prioritizing mental health.

Together, these strategies emphasize the importance of structure, consistency, and maintaining realistic expectations to navigate the demands of academic and professional life.

By reflecting on his experiences and the lessons learned, Kang Lin offers valuable insights into how students can effectively manage competing commitments without sacrificing their well-being. His advice underscores the idea that success is not only about achieving academic and professional goals but also about ensuring that personal well-being is prioritized along the way.

In this way, Kang Lin's approach serves as a reminder that sustainable success is built on a foundation of both productivity and self-care.

# How To Manage Internships, Studies, and Other Commitments

## Introduction

We are excited to present insights from our conversation with Reagan Tan, a second-year Business Analytics (BSBA) student who was a Finance Intern at China Oilfield Services Limited (COSL). Reagan was also the Programme Manager for the Freshman Welcome Party and Networking Session 2024.

In this interview, he shares his approach to balancing a rigorous internship, full-time studies, and BAIG commitments. His experiences and practical tips provide valuable guidance for students striving to excel in multiple commitments during their university journey.



*Image courtesy of Reagan Tan*

**Q: Can you describe your typical weekly schedule and how you structure your time to accommodate your internship, school, and BAIG commitments?**

**Reagan:** With a part-time internship that required me to be office 3 days a week, I focused on intern-related work. I reserved the remaining days of the week for working on my schoolwork/group assignments. I try not to touch my weekends since those are for leisure, but when it's assignment period, I would work till everything's done before I take my breaks.

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**Q: How do you stay motivated when managing a high workload from all three commitments?**

**Reagan:** My friends keep me motivated to finish my assignments. Having friends that you bid courses with means everyone has similar deadlines, and their constant reminder that TMAs and GBAs are due kept me in check from missing assignments.

**Q: Can you share a time when balancing your internship, school, and BAIG required you to adapt or change your usual approach to time management?**

**Reagan:** With a part-time internship, I didn't feel like doing school assignments after coming back home from internship. I just wanted to rest, so I needed the extra push to get myself to complete my assignments. I would have to reject invitation from my colleagues/friends from work for dinners sometimes so that I could complete my submissions on time.

Planning for FWP was also hectic during this period as we started planning in June, wherein I picked up the Programme Manager role. This role was manageable because I knew it was heavier on the execution rather than on the planning stage. This has allowed me to manage my time well, balancing between planning with my internship as well.

**Q: What are the most challenging aspects of managing these commitments, and what strategies have you developed to address these challenges?**

**Reagan:** The most challenging aspect would be having multiple deadlines due, such as deadlines from work and also the proposal for FWP due in the same week. I would say that effective time management is key and something I am trying to still cultivate.

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**Q: How do you prioritize your tasks and decide which ones to delegate or postpone when your schedule becomes overwhelming?**

**Reagan:** When my schedule becomes overwhelming, I prioritise the deadlines that are due first, then hop between these and tasks that I know can be done quickly (within a day). If I have spare time, I'll then look back at the tasks that I need to spend more time and energy to work on.

**Q: Finally, what advice or strategies would you share with students who are trying to stay active in their internships, academics, and extracurricular commitments like BAIG?**

**Reagan:**

There is a need for balance when trying to manage between internships, academics and extracurricular activities, and here are some tips I have learnt over the years

**Prioritize and Plan:** Start each week by listing out your top priorities for each area—internship, academics, and extracurriculars. I use GCal to map out deadlines, exams, meetings, and major events. Breaking down tasks by day or week can make large commitments feel more manageable.

**Time Blocking:** Set specific time blocks for each commitment. For example, I dedicate certain hours to internship tasks, separate time for studying, and a slot for BAIG activities.

**Learn to Say No:** It's tempting to take on every opportunity, but over-commitment can lead to burnout. Focus on quality over quantity—choosing commitments that align most with your goals will help you stay engaged without feeling stretched too thin.

**Lastly, Seek Support:** if you feel overwhelmed, don't hesitate to ask your professors, or friends for guidance. They can provide valuable insights and help adjust or prioritize your at hand tasks more effectively.

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**Source: Freepik**

## **Conclusion**

In this interview, Reagan has shared invaluable insights into effectively managing the demands of internships, academics, and extracurricular activities while excelling in each of them. His practical strategies for time management, prioritization, and staying flexible offer a blueprint for success not only in university life but also in the dynamic field of business analytics.

Reagan's experiences demonstrate that with clear priorities, thoughtful planning, and a commitment to maintaining balance, it is possible to thrive even under a demanding schedule. His approach to leveraging tools like time blocking and learning to say no highlights the importance of focusing on quality over quantity when juggling multiple commitments.

His advice to remain adaptable, seek support when needed, and focus on developing both technical and interpersonal skills underscores the continuous journey of growth required to build a fulfilling career. For students navigating similar challenges, Reagan's journey is a reminder that balance and determination are key to making the most of university life while setting a strong foundation for future success.





# 'Tis the season to UPSKILL

Source: Freepik

As the December holidays approach, it's easy to feel a bit of FOMO—everyone's sharing their exciting plans, big trips, and seasonal celebrations. But while the holiday season can be full of distractions, it's also a valuable time to reflect, relax, and invest in yourself. This season, why not focus on finding a balance: enjoy the festivities, cherish the time with loved ones, and set small goals for growth, creating a holiday that's both memorable and meaningful? As business analytics students, we're no strangers to the fears that the looming presence of an AI revolution brings. So, it's natural to feel stressed about one's abilities. Here are some ways you, a human, can upskill yourself this holiday season (within reason of course—R&R is top priority!!).

## Datacamp

DataCamp is an online learning platform that focuses on data science, analytics, and programming. It offers interactive courses, tutorials, and projects primarily in Python, R, and SQL, covering a range of topics, including data manipulation, machine learning, data visualisation, and statistical analysis. The platform's hands-on approach combines coding exercises, video lessons, and real-world datasets, this can be especially useful for business analytics students aiming to upskill themselves ahead of work attachments and joining the workforce.

Most datacamp courses do cost money. However, you can access the first chapter of each course to get a feel for it before committing! Additionally, you can sign up for a datacamp subscription 3 month free trial. But remember to add the date to your calendar to avoid additional costs!



Source: datacamp

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## Tableau Public

Are you looking to make your data insights stand out? In business analytics, the ability to visualise data effectively is key. Tableau Public provides a hands-on environment to master these skills at no cost. This free, interactive tool is ideal for business analytics students to create and share data visualisations online. It allows users to build dashboards, analyse data, and publish projects in a public gallery, gaining insights from other users' work and showcasing their own. It's a great way to practise data storytelling and explore professional analytics techniques.

Tableau public also features multiple 'How-To' videos! So you can ensure you are creating data visualisations in the most efficient way possible. The best part? It's free! Now you can spend your money on things that really matter, labubu.

<https://public.tableau.com/app/discover>

## LinkedIn Learning

LinkedIn isn't just for networking and professional branding—it also offers an extensive library of learning resources to help you grow. Introducing LinkedIn Learning, an online platform with over 10,000 courses taught by industry experts. From technical skills like R for Data Science: Analysis and Visualization to essential soft skills like Communication Foundations, LinkedIn Learning offers courses to support both your personal and professional development.

### Pro Tip:

If you're part of SUSS, you can access LinkedIn Learning for free! Simply log in through SUSS Library or at

<https://libguides.suss.edu.sg/az/databases?q=LinkedIn%20Learning>

using your SUSS account and start exploring.



Source: LinkedIn

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## **edX**

Ever dreamed of learning from world-renowned institutions and organisations like Harvard, UC Berkeley, or IBM? With edX, it's possible! Founded by Harvard and MIT in 2012, edX is a leading online platform offering a wide range of courses from top universities and industry leaders—all accessible from the comfort of your home.

Register for a free account and explore a vast selection of open courses available for free through the 'Audit' track. From exciting programs like CS50's Introduction to Computer Science from Harvard to Data Science: R Basics and Python for Data Science by the University of California, edX offers courses designed to enhance your knowledge and skills in a variety of fields. Not just limited to tech and data, edX provides learning opportunities across disciplines, including Economics & Finance, Business & Management, Mathematics, and much more for your interest.

*\* Do note that while the resources under the 'Audit' track are free, paid option is required to earn verified certificates, access graded assignments, or enroll in Professional Education, Boot Camps, and Executive Education programs.*



**Source: edX**

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## Mini Python Challenge

Write a Python function called `holiday_countdown` that takes in a date string in the format `"YYYY-MM-DD"` and calculates the number of days remaining until Christmas (December 25 of the same year). If the given date is after Christmas, the function should calculate the days remaining until next Christmas.

If the given date is invalid, return `"Invalid date"`.

Example output:

```
holiday_countdown("2024-12-20") # Output: 5
holiday_countdown("2024-12-26") # Output: 364 (for next year's Christmas)
holiday_countdown("2024-11-01") # Output: 54
holiday_countdown("invalid-date") # Output: "Invalid date"
```

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# Solution to Mini Python Challenge (September 2024 Issue)

```
# List of students with their grades in three subjects
students = {
    "Bremen": {"English": 80, "Math": 60, "Science": 67},
    "Charles": {"English": 65, "Math": 79, "Science": 70},
    "Celeste": {"English": 76, "Math": 67, "Science": 79},
    "Kelvin": {"English": 66, "Math": 75, "Science": 84},
    "Samual": {"English": 55, "Math": 90, "Science": 80}
}

# Dictionary to store the average grade of each student
average_grades = {}

# Calculate the average grade for each student
for student, grades in students.items():
    average = sum(grades.values()) / len(grades)
    average_grades [student] = average

# Determine the student with the highest average grade
highest_average_student = max(average_grades, key=average_grades.get)
highest_average = average_grades[highest_average_student]

# Generate the summary report
print ("Summary Report")
print("=====")
print("1. The average grade for each student:")
for student, average in average_grades.items():
    print(f"{student}: {average: .2f}")

print("\n2. The student with the highest average grade:")
print(f"({highest_average_student}) with an average grade of ({highest_average: .2f})")
```