

Michael Edwards

1156 Dakota Court, Bowling Green, OH 43402

Phone: (419) 819-9126 E-Mail: michael@michaeledwardsdesign.com

Job Sought

Web Development Specialist. Multimedia Specialist. Teacher/Trainer in multimedia production.

Experience

Web Development Specialist

August 2007 until May 2008

- Maintained and improved web site for Continuing and Extended Education at Bowling Green State University. Collaborated with faculty and staff to design and implement web site features, track web site traffic, maintain email contact lists and conduct email marketing with HTML emails. Created web site equivalents of printed brochures. Designed online web forms and interactive PDFs to reduce the use of printed paper.

Instructional Designer

Fall 2007

- Performed freelance work for instructional design and web development company Discoverly by building online courses. Used Photoshop, Acrobat and Moodle to organize course materials and build a visually appealing virtual classroom environment. Implemented Flash video player to demonstrate course concepts.

Graduate Teaching Assistant

Fall 2005 to Spring 2007

- Taught the lab section of a visual communications course at Bowling Green State University. Among the tasks involved were giving presentations, software demos (Photoshop, iMovie, Dreamweaver, Illustrator, InDesign), one-on-one tutoring, rubric-based grading and the administering of tests.

Podcasting

June 2006 to January 2007

- Produced, recorded and mastered a podcast for Pseudobook Productions that spanned 17 episodes. Used Logic Pro 7 to record, mix, master and export a finished mp3 file which was then hosted on our web server and submitted to the iTunes podcast directory (where it can still be found by searching for "The Pseudobook Podcast Weekly"). Also available at <http://podcast.pseudobook.com/>.

Co-instructor AFRS 300 Online

Summer and Fall 2005

- Co-created and co-taught sections of Africana Studies 300: Introduction to African Literature for online delivery. Developed curriculum, authored web-based audio and visual content, deployed discussion board, chat, grade book and other learning-management features.

Video and Audio Production

Summer and Fall 2005

- Work for hire at Bowling Green State University. Film, edit, and export quality video product at efficient size for Internet download. Used digital cameras, Final Cut Pro and Logic Pro 7 to create, edit, and export final product.

Website Design and Maintenance

July 2002 to present

- Assisted in creation of website (<http://www.pseudobook.com>). Used Dreamweaver, Adobe Photoshop and Fetch to create, upload, and maintain an entire website.

Math Tutor

Fall 2001

- Assisted students in learning pre-calculus and calculus mathematics for the Math Lab at Bowling Green State University. Helped students develop test-taking skills and understand class material.

Education

Masters in Career & Technology Education

Fall 2005 – Summer 2007

Bachelor of Science in Mathematics

Fall 2001 – Spring 2005

- Dean's List (3.7 GPA)
- Frank Ogg Scholarship

Skills

Web Design

Email marketing

Website statistics tracking and analysis

Multimedia Production

Digital audio recording and mastering

Podcasting

Photography

Strong verbal and written communication skills

Typing speed: 80 WPM

Software proficiencies:

- Adobe Dreamweaver, Photoshop, Acrobat, InDesign
- Microsoft Word, PowerPoint, Excel
- Moodle, Blackboard
- HTML, PHP, CSS, SQL Developer
- Final Cut Pro, Logic Pro 8
- Can learn new software quickly

References

- Ann Krebs – Director of Marketing & Promotion – Bowling Green State University
Contact: (419) 372-8181 akrebs@bgsu.edu
- Dr. Terry Herman – College of Technology – Bowling Green State University
Contact: (419)-372-7265 hermant@bgsu.edu
- Dr. Connie Molnar – Director of IDEAL – Bowling Green State University
Contact: (419) 372-7900 cmolnar@bgsu.edu

**Recommendation letters furnished upon request*

Online Portfolio

<http://www.michaeledwardsdesign.com>