

Abigayle Wright

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EDUCATION

Michigan State University
Bachelor of Arts in Information Science, Minor in Information Technology
Summa cum laude, GPA 3.84

East Lansing, MI
Aug 2020 – Dec 2023

WORK EXPERIENCE

Kotz Sangster Wysocki P.C.

Detroit, MI

Information Technology Specialist (Part-time)

Mar 2024 – Present

- Monitor the migration of client files to Microsoft cloud platforms to ensure data integrity and security
- Manage internal data structures and documents using Microsoft Excel and Aderant Total Office for efficient analysis
- Examine data and password infrastructure to troubleshoot and resolve company-wide software security issues
- Diagnose and repair hardware issues of Windows, Apple, and Cisco products to restore functionality for employees

Office Staff Intern

Jun 2019 – Aug 2019

- Assisted with implementing a paperless environment by digitizing and organizing legal documents from attorneys
- Evaluated job queries and financial data from accounting systems to report to the firm's executives for review

Skin Studio MI

Rochester, MI

Web Designer and Developer (Part-time)

Feb 2024 – Present

- Reconfigure and redesign a Wix webpage to improve user experience, accessibility, and exposure for a small business
- Create Figma and Adobe Photoshop page mock-ups to provide proof of concepts that fulfill the client's requirements
- Display the company's 5.0 Google review average to showcase its reputation of services and customer satisfaction
- Introduced SEO indexing and relevant keywords, increasing the average click-through rate by 1% in 30 days

Personal Child Caretaker

Jun 2019 – Aug 2021

- Sustained a safe and healthy atmosphere for children through attentive organization and effective leadership

ACADEMIC PROJECTS

Personal Portfolio Website

Oct 2023 - Present

- Developed a website in Visual Studio Code and GitHub using HTML, CSS, and JavaScript to display personal projects and academic achievements
- Constructed UX workflows, pitch boards, and UI mockups in Figma to create an optimal layout design for users
- Transferred site from Netlify to Cloudflare to maintain a stable environment and control increased engagement levels

Distribution of Misinformation on Social Media Research Report

Apr 2023 – May 2023

- Worked with a peer to analyze engagement on Twitter posts containing misinformation with and without a warning flag
- Designed a Qualtrics survey measuring the likelihood of sharing tweets based on a quantitative 5-point Likert scale
- Analyzed the Standard Deviation, Central Tendency, and Statistical Significance of control and treatment groups to find that flagged posts had a 50% less chance of being shared
- Presented our results and research to contribute to discussions of reducing misinformation distribution in the future

Information Technology Project Management

Feb 2023 – Apr 2023

- Coordinated and collaborated with peers to analyze quantitative data for improving an online shoelace company
- Designed and implemented backlinking strategies to improve engagement and Search Engine Optimization (SEO)
- Used project management principles and processes to report and document our methods based on the client's feedback
- Presented predicted results of keyword implementation, receiving positive feedback on projected outcomes

SKILLS

UX/UI design; research; product & project management; data security & analysis; social media management & strategy; digital marketing; network infrastructure; Agile; SQL; Python; PowerShell; Microsoft Office; Google Workspace; GitHub; iOS; macOS; Windows; Qualtrics; HTML; CSS; JS; Figma; SEO; Excel; Word; problem solving