



COMPUTER SCIENCE

March 15, 2015

To Whom It May Concern:

I am writing this letter in support of Ms. Ana Gonzales' application for teaching positions in the fields of Art Education and/or Computer Science. I have known Ana for over 2.5 years. I first met her in the fall of 2012 when she took my Advanced Computer Programming class at Brigham Young University. She was taking the class as part of her Computer Science minor, which she completed in addition to her Art Education major. After completing my class, Ana also served for a period of time as one of my teaching assistants.

Ana performed very well in my class, finishing in the top third of the students. The class is quite challenging even for those who are majoring in Computer Science. Ana stood out for a few reasons. First, she is a tenacious learner. In class she frequently asked questions to deepen her conceptual understanding and to clarify assignments. She also came to my office on multiple occasions with additional specific and thoughtful questions. She successfully completed a number of rather large and challenging computer programming projects, and did so in a timely manner. Second, she stood out because she came from a non-technical major, and yet performed at a high level in a very technical subject. Indeed, she out-performed many of the other students who came from technical majors, including Computer Science and Engineering. While I often have students in my class from non-technical majors who are seeking minors in Computer Science, it is somewhat atypical for such a student to perform at such a high level. Ana is very bright, and demonstrates proficiency in both "right brain" and "left brain" thinking. Third, Ana stood out to me because of her exceptionally pleasant demeanor. She is calm, gentle, and patient, which makes her effective in her personal interactions. At the same time, she is tenacious and determined. In my opinion, the combination of attributes Ana possesses is somewhat rare and impressive.

As previously mentioned, after she completed my class, I hired Ana as one of the teaching assistants in my Advanced Computer Programming class. In 13.5 years of university-level teaching, she is the only teaching assistant I have ever hired who came from a major so far removed from Computer Science as Art Education. Her performance in the class, combined with her excellent demeanor and natural teaching skill, made her an appealing candidate. She did not disappoint, and was a highly effective assistant to me and my students. In addition to her core expertise in Art Education, I believe that Ana could also be an excellent Computer Science teacher at the high school or junior high level. I can't say that I know any other Art teachers who can also teach Computer Science. Ana's versatility in this regard could be a great asset to her employer.

I fully expect that Ana will be an exceptional educator. More broadly, I am confident that she will be great at whatever she chooses to do. She is the type of person that I would want teaching my own children. I highly recommend her to you.

Sincerely,

Kenneth J. Rodham, Ph.D.
Teaching Professor
Computer Science Department
Brigham Young University



JAMES N. CRANE

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March 6, 2015,

To whom it may concern:

It is a privilege to be given this opportunity to recommend Ana Gonzales for your consideration. Ana was a significant contributor to Graduate Studies at Brigham Young University for over two years and worked as our Publications and Graphic Designer. Ana designed all of our marketing materials and served as our publishing expert and helped create and maintain several catalogs, manuals and forms. This is not an easy job because while I was Ana's direct supervisor, we have several people in the office who are responsible for specific projects and relied on Ana to handle the creative aspects of their assignments. Ana did a great job at prioritizing her time and communicating with the entire staff and was always able to meet requested deadlines.

Ana displayed clear judgment in her decision-making and leadership. She was extremely focused in her work and in her scholastic pursuit. She was responsive to recommendations for improvement and new assignments. She accepted responsibilities with enthusiasm, and her performance often exceeded our expectations. Ana is skilled in identifying problems and creating solutions. She demonstrated a sophisticated level of perceptiveness, drive, and commitment in her time with us. More significantly, she understood when to jump in the trenches and when to go with the flow. She had a genuine sensitivity to others and used diplomatic approaches in her communications. Ana's experience interacting with individuals from around the world solidified her global competence and her international awareness.

Ana adapted well to organizational changes and accommodated differences effectively. Additionally, Ana had the ability to assess diverse personalities and adjust her communication style and approach appropriately. More importantly, she was always sensitive to cultural nuances and responded effectively to different perspectives, which is an essential trait in working with colleagues, students, faculty, and peers of diverse backgrounds and opinions.

Ana is a person who motivates herself to exceed others expectations. Her desire to improve herself and contribute to society not only on a local level but globally, fuels her ambition and motivation for excellence in her work. Her experience as an employee in Graduate Studies combined with her educational experience honed her ability to synthesize her thoughts and ideas and represent them to a vast and diverse audience. This relevant and compelling foundation will be highly transferable in her future endeavors.

From my 25 years of supervisory experience as well as my association with Ana's abilities, I feel that she is well prepared to make a positive contribution in the work place and I strongly recommend her to you.

Sincerely,

James N. Crane



March 19, 2015

To whom it may concern:

Ana Gonzales worked for me as a Graphic Designer from January 2012 until August 2013 doing design work such as: flyers, posters, webpages, newsletters, and other collateral for public relations and communication pieces for our employee wellness program. She also designed and developed online employee training courses on a variety of topics such as Communication, Crucial Conversations, and Evaluating & Selling Your Innovation.

Out of the several graphic designers that worked for me, Ana was consistently one of the favorites that wellness program employees would utilize for their design needs because she was very professional, easy to work with, was always upbeat and positive, and always completed the project as requested on time if not early. Ana was efficient with her time, and yet her work was always of excellent quality. Because of these qualities of Ana's, she completed the most number of online employee training courses than any of her contemporary peers – and these are months-long projects to complete! Her courses were always professional, engaging, and innovative.

Ana's skills were exactly what I needed for the position that she filled. I didn't need to train her in her work – which is great because I'm not a trained designer – she walked onto the job and amazed me from the get go. If she didn't know how to do something, she took the initiative to research it and learn how to do it.

If I had to single out her most exceptional qualities, it would be the quality of her work and her easy-to-work-with, good nature. Because of those two qualities, everyone including myself had to compete with each other to use her services to complete our design projects.

I highly, highly recommend Ana for any position for which you may be considering her. Ana will be an asset to any company that hires her. She was to mine, and I would hire her again in a heartbeat if I could.

Feel free to contact me if you have any questions.

Sincerely,

Jessika Walker
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March 4, 2015

To whom it may concern:

I am honored to write this letter of recommendation for Ana Gonzales. She worked as a graphic designer for Human Resources and Wellness at BYU for several months. I can honestly say Ana is the best graphic designer I have ever worked with. Not only is she a gifted designer, but her work ethic and attitude are outstanding.

Ana's work was viewed by thousands of faculty members, employees and students. Her assignments covered a variety of audiences and required using a variety of formats. She was responsible for producing online training modules, power point designs, promotional materials, website covers, web-based health challenge designs and much more. Although Ana was only a student at the time of her employment, I felt like I was working with an industry professional. She was quick and the quality of her work was exceptional. Ana took our program to a whole new level.

One example of her contribution to our program was seen as we program struggled to come up with a design for our new year-long online health challenges. We had other designers work on the project but it was overwhelming to them and we weren't making much progress. The project had a lot of content that needed to be displayed as simply as possible. Furthermore, there were multiple pages and different design iterations needed for each page that would appear as the focus of the challenge changed every couple of months. I eventually turned the project over to Ana and within a matter of days she had a variety of looks mocked up for us to consider. Her designs were clean and fresh; yet had a professional feel to them. I was elated. Not only did I have a terrific design that showed each page with possible iterations, I had several terrific designs with their variations to choose from. Once I had decided on the specific look, it wasn't long before Anna had the full versions created, along with all the specs needed, in a format ready to use by our programmers. There was never a project too big for Ana. She handled any request with ease and experience.

Ana came to work each day with a positive attitude. She also had a great work ethic. Ana was definitely a leader among her peers and was frequently sought out for advice and help. Ana cheerfully assisted others in any way she could. She showed them how to use the design programs more effectively and gave ideas for improving their work. Ana was a great asset to our program. She was a friend to everyone in the office. We were sad to see her go.

I recommend Ana Gonzales without reservation for employment. She will be an asset to any organization.

Sincerely,

Marie Harris