***Curriculum Vitae***

*Ankita Jiyani*

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*LinkedIn:* [*https://www.linkedin.com/in/ankita-jiyani*](https://www.linkedin.com/in/ankita-jiyani)

*My website:* [*https://tinyurl.com/ankitajiyani*](https://tinyurl.com/ankitajiyani)

**PROFESSIONAL SUMMARY**

Experienced learning specialist with a proven history of designing and developing highly engaging and effective e-Learning modules and ILTs. Worked collaboratively with multiple subject matter experts to effectively translate highly technical concepts into user-friendly, professional learning programs. I have applied various adult learning theories, instructional methodologies, and curriculum mapping strategies that align with human performance goals in K-12 learning, higher learning, and organizational training. Providing in-depth analysis of content and design to create value-added training programs that deliver the desired business outcomes. Strong communication and interpersonal skills to build relationships with stakeholders and assess educational needs.

**WORK EXPERIENCE**

**SKILLS**

* In-depth knowledge of Instructional Design Models
* Assessment and Evaluation
* AI Tools for IDs
* Learner Engagement and Motivation
* Scenario-based learning
* Need Analysis
* Gamification
* Level 1, Level 2, and Level 3 Modules
* Level 1 and Level 2 Assessments

**INSTRUCTIONAL DESIGNER**

* Designed and developed the eLearning modules using software simulations in Storyline.
* Converted the text-heavy documents into storyboards and then into mobile learning modules in Articulate Rise.
* Designed and Developed the MOOC courses in Computer Science for Coursera and Udemy online learning platforms.
* Created Level 1, Level 2, and Level 3 ILTs for various projects.
* Created or converted the existing instructor-led curriculum into an online learning format.
* Converted the existing eLearning modules to make them inclusive in nature.
* Created a visual scenario-based eLearning module from the text documents.
* Used ADDIE and SAM models frequently in training models.
* Developed creative content for students and uploaded it to the site: <https://lecturenotes.in/u/ankita>.
* Developed 100% plagiarism-free distance learning study material with excellent grammar which is available at <http://egyankosh.ac.in/handle/123456789/914>.

**AUTHORING TOOLS**

* Articulate Rise and Storyline
* TechSmith Camtasia
* Adobe Captivate
* Comic Life 3
* Slides.com
* Currently working as **Senior Instructional Designer** (August 2022 - Till Now) with Harbinger Interactive Learning Pvt. Ltd.(Harbinger Group)
  + Designed and developed a **4-year technical railway course** as an eLearning module and ILT using **Articulate Rise** and **PowerPoint**, respectively.
  + Utilized AI tools, such as **chatGPT, and Dall-e** extensively for research and development of courses as needed.
  + Curated **plagiarism-free** **content** from provided sources and created level 1 and level 2 assessment questions and scenarios.
  + Collaborated with SMEs and Lead IDs to evaluate and revise outlines, storyboards, and modules.
  + Created **POC storyboards** when required.
  + Reviewed and proofread modules and storyboards for various courses and projects.
* Worked as **Senior Instructional Designer** (April 2022 - July 2022) with NuAge Edtech Pvt. Ltd.(Focus Eduvation Group)

***Roles and Responsibilities:***

* + Designed **micro-credential courses** in various domains for a USA-based target audience.
  + Curated **plagiarism-free content** from the source of the content provided, **creating assessment questions, and assessment scenarios** following the APA style while storyboarding.
  + Framed **SMART** **learning objectives** and created assessments to map the same.
  + Collaborated with SMEs in the evaluation and revision of the outlines and storyboards.
  + **Created Outlines and Storyboards** for various micro cred courses.
  + **Reviewed and proofread the outline and storyboards** for various modules and courses.
* Worked as **Senior Curriculum Associate** for Beginner Pod (October 2020 – April 2022) with **Whitehat Junior**.

***Roles and Responsibilities:***

* Researched and Developed plans for **Machine Learning and Artificial Intelligence** for Grades 11-12.
* Lead a team of 4 members for a tablet coding course including **Curriculum Associates, Instructional Designers, and SMEs**.
* Lead a team of 6 members for a Tynker Game Design course and manage a team of 6 people including **Curriculum Associates, Instructional Designers, Graphic Illustrators, and SMEs**.
* **Curriculum Manager** of tablet coding course and school 1:30 course, managing end-to-end delivery and uploading of assets.
* Planned and prepared the **High-Level Design** and **Low-Level Design** documents for peers to follow.
* **Reviewed the storyboards** created by Curriculum Associates of other PODS.
* Created **storyboards** for the 1:30 offline school curriculum for Grades 1-3.
* Collaborated with **SMEs** in the evaluation and revision of training tools in order to continually improve learning platforms.
* Effectively implemented best training practices and younger kids learning principles in planning and creation of instructional materials.
* Worked closely with instructors to prepare **WBTs** and **CBTs** and tools to facilitate training for Indian and Overseas teachers.
* Alternated training methods to diversify instruction, strengthen learning opportunities, and enhance program success.
* Evaluated the success of **training programs and recommended improvements** to upper management to enhance effectiveness.
  + Conducted research for **tablet coding course** for curriculum standpoint for beginners pod.
* Conducted research for **Web Lab, Co-spaces, and Pictoblox** to create PoCs for curriculum standpoint for beginners pod.
* Created **plagiarism-free logical reasoning eBook (WBTs)** for Grades 1-3.
* Created **computer coding lesson plans** **(ILTs)** for 1:30 for offline school curriculum for Grades 1-3.
* Planned and prepared course outlines and lessons. Maintaining up-to-date subject knowledge related to **block coding on the code.org platform, Scratch, Snap, Pictoblox, and Cospaces.**
* Designed lesson plans **(ILTs)** for one to two/ one to many teaching models.
* Conduct audits on live classes to check whether or not the class assets are getting translated into good class experiences and record feedback for both the teachers and curriculum.

***Achievements:***

* Fastest Sprinter Nov’21.
* Fastest Sprinter Aug’21.
* RnR in Feb’21.
* RnR in Jan’21.
* Worked as an Assistant Professor (August 2018- April 2019) at JECRC University, Jaipur.

***Roles and Responsibilities:***

* Created **ILTs and WBTs** for **Distance Learning Courses, such as BCA and MCA** offered by the university.
* Created assignment briefs for **Bloom's taxonomy**-based learning outcomes by applying **pedagogical,** **andragogical**, or **heutagogical** approaches for different criteria (pass, merit, and distinction) – for students.
* Mentored the students to publish papers in UGC-approved journals for their final-year projects.
* Coordinator of value-added courses for BCA/MCA students.
* Created vocational course categories and outlines.
* Planned and Conducted Placement and Training sessions for BCA/MCA students.
* Collaborated with different stakeholders to conduct placement drives on campus.
* Visited companies to gain an understanding of their internship process for final-year students.
* Worked as an Assistant Professor (August 2017 – August 2018) at Poornima College of Engineering, Jaipur.

***Roles and Responsibilities:***

* + Mentor of the third year for three consecutive semesters.
  + Guided final-year students on **Cloud Computing, Artificial Intelligence, Machine Learning, and Virtualization** techniques and got their papers published in UGC-approved Journals.
  + Organized various workshops on the latest technologies to fill the existing gap in the current course outline of the university for third-year and final-year students.
  + Created and reviewed **ILTs** prepared by other faculty members.
  + Worked closely with the Academic In-charge in making a sheet for collating data for weekly, monthly, and quarterly reports from all HODs – Nullified manual errors.
  + Collaborated with the SPOCs of the different companies to track the progress of the internship of the final-year students.
* Worked as an Assistant Professor (January 2014 – November 2016) in Arya Group of Colleges, Jaipur.

**EXPERIENCE AS A FREELANCER**

* Worked as an **Instructional Designer** (January 2021 – April 2022) with Ladder Media, Goa.

***Roles and Responsibilities:***

* Created the voice-over for recording purposes and shared it with voice-over artists.
* Designed and developed self-learning modules on various topics of the computer science domain and fixed errors.
* Created a basic outline and flow of the topic according to the requirements shared by the SME.
* Edited and rewrote the module to make them production-ready with instructions for the developer team.
* Worked as Content Developer (October 2022 – Dec 2022) with PM Publishing, Noida.

***Roles and Responsibilities:***

* + Researched and developed the content for Artificial Intelligence according to the syllabus for classes 10,11 and 12 of the C.B.S.E board.
  + Created fun and engaging activities to make the concepts interesting.
* Worked as an **Online Coding Instructor** (December 2019 – October 2020) with The Coding Prodigy-I primed Solutions, Bangalore.
* Worked as a **Subject Matter Expert-Computer Science** (September 2019 - January 2021) with Chegg India.

**EDUCATIONAL QUALIFICATION**

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| --- | --- | --- | --- |
| **Class** | **Board/University** | **Percentage** | **Year of Passing** |
| M.Tech | R.T.U  S.K.I.T | 69 | 2017 |
| B.Tech | Suresh Gyan Vihar University | 71.44 | 2013 |
| Sr. Secondary | C.B.S.E | 70 | 2009 |
| Secondary | C.B.S.E | 70 | 2007 |

**CERTIFICATIONS**

* Instructional Designer – LinkedIn Learning Path
  + Instructional Design Essentials: Models of ID
  + Instructional Design: Needs Analysis
  + Instructional Design: Storyboarding
  + Instructional Design: Adult Learners
  + Instructional Design: Creating Video Training
  + Instructional Design: Working with SMEs
  + Agile Instructional Design
  + Measuring Learning Effectiveness
* Become an Instructional Developer – LinkedIn Learning Path
  + Learning SCROM and Tin Can API
  + Learning Management System (LMS) Quick Start
  + Gamification of Learning
  + Teaching Techniques: Creating Multimedia Learning
  + Teaching Techniques: Blended Learning
  + Teaching Techniques; Making Accessible Learning
  + Camtasia 2018 Essential Training
* Articulate Storyline Essential Training
* Articulate 360: Advanced Actions
* Articulate Storyline 360: Advanced Elearning
* Learning Articulate Rise
* Camtasia 2020 Essential Training: The Basics
* Elearning Essentials: Storyboarding
* Elearning Essentials: Instructional Design
* Increasing Engagement with Elearning Programs
* Foundations of Learning Management Systems

**MOOC COURSES**

## Certified self-paced MOOC on “ChatGPT: Complete ChatGPT Course for Work 2023 Ethically!” by Udemy.

* Certified self-paced MOOC on **“The Complete Camtasia Course for Content Creators: Start Now”** by Udemy.
* Certified self-paced MOOC on **“Create Responsive HTML5 eLearning with Articulate 360 Rise”** by Udemy.

## Certified self-paced MOOC on “Implementation and Evaluation of Educational Technology” by edX.

## Certified self-paced MOOC on “Instructional Design: Digital Media, New Tools, and Technology” by edX.

* Certified self-paced 60 hours MOOC on **“Instructional Design”** by Udemy.
* Certified self-paced 30 hours MOOC on **“Instructional Design Pro Part 1-Part 3”** by Udemy.

**PERSONAL PROFILE**

**Father’s Name** : Kishore Jiyani

**Spouse Name** : Kapil Mangtani

**Nationality** : Indian

**Gender** : Female.

**DOB** : 28th September 1991.

**Marital status** :Married.

**Languages Known** :Hindi, English.

**Permanent Address :** 51/186, Saryu marg, Mansarovar, Jaipur-302020

**DECLARATION**

I do hereby declare that the particulars of information and facts stated herein above are true, correct, and complete to the best of my knowledge and belief.

**Ankita Jiyani**