**What about this position is most exciting to you given your interests, skills, and goals?**

* Able to work at OSU
* Love working with data
  + OSU Research Assistant (COB and NE/RHP)
* Love simplifying data and complexity and making it clear
  + Career Fair Report
* Meaningful and important to OSU Mission (data driven)
* ICR is doing a really good job and this is really appealing to me

**IAR is a small organization with a large number of functions where the team members all wear a lot of hats. Please share an example of a job or position you had where you wore a lot of hats. How do you balance a wide range of responsibilities and what do you like/dislike about working in an environment like that?**

* Worked at the Career Development Center and Office of Student Life for 3.5 years
* My roles included
  + Employer Relations (working with and corresponding to employers)
  + Graphic Design Efforts
  + Building Web and Mobile Interfaces
  + Supervised Teams
    - Mostly undergrads but also graduates and professional staff
  + Part of team that ran and executed Career Expos
    - Every term thousands of students and hundreds of employers
    - IT, Buildings, Marketing, Graphic Design, Supervising undergrads
    - Smaller events during this time
  + Ran Employer Advisory Committee
    - Advice on website, recruiting, strategy
  + Graphic Design (Adobe Suite)
  + Employer Newsletter
* Then my role shifted hired by Dean of Student Life for a Career Development Center Assessment
  + Data Analysis of our past history (needed to justify our existence analytically)
  + Analyzed five years of financial and demographic data
  + Part of team to
* LIKE
  + I loved it
  + Loved the change and the variety
  + Loved the collaboration
  + Loved that each day had unique challenges and I was never bored
* DISLIKE
  + There was a lot of change and sometimes I think it caused some confusion between new staff and old staff about how we always did things, for instance accounting methods

**Things move pretty fast around here and projects can become complex or change directions quickly. Communication will be critical for this work as the person in the role will be interacting with not only every member and arm of the IAR team, but will be also be involved in both driving projects related to HCI and also being a supporting team member on other efforts.**

* Managing Career Expos
* Working with My Multiple Partners
  + Thesis (Professor Hamby)
  + Teaching Assistant (Professor Farsoni)
  + Instructor (LBCC)
  + Classes
  + EECS project sponsor
    - Weekly meetings
    - Mobile interface design
* Transportation Services
  + Designing lobby monitors that displayed dispatch data

1. **In your experience, what are keys to good internal communication, hand offs, and making progress on big collaborative efforts?**

* Positive relationships
* Weekly Meetings (but not to many) that are led on time and on schedule
* Organization
  + We used excel, color coding, outlook, phone and basecamp
* In person communication
  + This worked really well in our department (Front desk, halls, offices)
* Career Expo

1. **What do you do to ensure clear communication and what do you when you get stuck?**

* When dealing with busy people I will often make a web place for them to see what I am doing, limit emails, check in
* Stuck, try my own, research on my own, then go to co-workers, then if necessary escalate if possible I will keep these hang-ups to a single meeting

**This role will involve both the creation and testing of environments where our wide range of users can find what they need in a simple, easy, and intuitive way. How might you design, build, and test:**

1. **A quick way for the Provost or President to see how the university is doing on the strategic plan metrics.**

* Key Goals
  + Well laid out and visual easy to get the key points and then can be drilled down into
    - This would be easiest to do with a clickable webpage
* Deliver Methods
* Web Based
  + Student Life
    - 80 page report and 5 page simplified report
* Adobe Suite (In Design Template)

1. **An environment where an office manager can get to the right data tool or report they need to pull a large query and do analysis on the data.** 
   * Developed a tool like this for Transportation Services, web based
   * Pulled from OSU Database
   * Third party software, internal website, OSU database
   * SQL is tricky this would be a large project better to use something like Banner for very complex
2. **An academic advisor can find a report that tells them how many students are on a waitlist for a course.**
   * This

**The Design Component**

* First would look for existing software
* Build your own
* Design (in this phase for Mobile App)
  + Wireframe
    - Pencil
    - InVision
    - Adobe Suite
  + Get Feedback
* Build
  + CMS
    - Drupal
  + Coded
    - Server
    - Client
* Test
  + Unit Testing
  + Automated (Python Selenium)
  + User Testing (Staff, Test Group, End Users)

**Tell us about a time when you had to overcome a major obstacle that stood in the way of you accomplishing a goal. How did you approach the situation?**

* Redesign of Transportation Services Code
* Redesign of Career Development Center Staff Drive
* Did not have leadership buy in at first
  + We always have done it this way why should we change
* Got a partner to help
* Staff Meeting presented new layout
* Created backups
  + Git, Backup Server
* Did not delete anything

**Since IAR serves the entire campus and the widest possible range of users, accessible design for a vast and varied range of users is critical in this work. Please share your approach to creating inclusive and accessible websites, digital environments, and other media.**

* Responsive and Mobile First Design (not a disability)
* Disability Affairs Task Force
* W3C Web Accessibility Initiative
  + Types
    - Auditory, cognitive, neurological, physical, speech, visual
  + Business Case also it overlaps with best practices
    - Mobile Design, Usability, Design for older users, SEO
* Google Standards and Web Standards
* User Feedback
  + Staff
  + Support Groups
    - Our Advisory Committee
* Action
  + Alternative Text for images
  + Transcripts for audio files
  + Captions and other alternatives for media
  + Distinguishable content
    - Resizable text
    - Contrast between foreground and background color
  + Keyboard can provide total access
  + Users have enough time to read and use content
  + Avoid flashing content
  + Easy navigation
    - Page titles, More then one way to find information, Informed of current location, Keyboard focus is visible
  + Text is readable and understandable
  + Users are helped to avoid and correct mistakes
  + Forward and backward doesn’t lose form content
  + Login/Logout works predictably
  + Well Tested

**My Questions**

* Day to Day of position
  + Location
  + Environment
* Status of the Alexa and Watson project and goals
* A lot of reports and data is this all this office