
DEBRA ALLYN WARREN

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http://debraallynwarren.github.io/id_portfolio/index.html

SUMMARY OF EXPERIENCE

- Experience with Camtasia Relay, Camtasia, Captivate and other software packages to develop online courses and training resources.
- Experience designing and developing training for a variety of audiences and subjects working with subject matter experts.
- Proficiency using computer-based software and online resources to develop training materials including MS Office Suite, Adobe Suite, Captivate, Camtasia, Blackboard, D2L, Moodle, TechSmith, and Google Apps.
- Experience using a wide variety of technology tools and demonstrated ability to quickly learn new technologies.
- Experience implementing and testing emerging technologies.
- Developed online learning environments, identified learning resources, and mapped learning assessments to measurable course objectives.
- Experience with web design.
- Developed and implemented systems and processes for monitoring course development, the Quality Matters course evaluation system, and other issues for the Instructional Design Team.
- Experience assessing learning resources and prioritizing needs.
- Excellent problem-solving and analytical skills.
- Strong organizational skills and effective communication skills.
- Ability to work independently and collaboratively.

TECHNICAL SKILLS

Adobe Creative Suite, HTML, CSS, Javascript, Camtasia, Adobe Captivate, Zoom, Elluminate, Blackboard Vista, D2L, Moodle, MS Office Suite. Ability to adapt and quickly learn new applications and skills.

EDUCATION

Master of Arts Information and Learning Technologies

University of Colorado Denver, Denver, Colorado

Designing eLearning Environments Certificate

University of Colorado Denver, Denver, Colorado

Master of Arts Special Education

University of Northern Colorado, Greeley, Colorado

Bachelor of Arts Education

Hardin-Simmons University, Abilene, Texas

EXPERIENCE

Lead Instructional Designer

University of Colorado Boulder Continuing Education Online Credit Program, Boulder, Colorado

Create courses and asynchronous and synchronous resources in the learning management system and other learning environments. Provide ongoing technical support to faculty and students. Update and revise existing online resources as well as develop procedures for continued improvement of courses. Develop procedures to improve the quality assurance process of online courses. Serve as the Continuing Education liaison to the main campus for online learning environment issues and initiatives.

Develop and maintain online training curriculum for Summer Session Online faculty and Online Credit faculty. Use screen capture software to develop demonstrations for the use of the learning management system and a variety of software systems. Edit video lectures for online courses using professional video editing software and embed them in course content in the learning management system. Provide training as needed through virtual meetings and face-to-face.

Academic Technology Consultant/Instructional Designer

University of Colorado Boulder Continuing Education Online Credit Program, Boulder, Colorado

Assisted faculty with online and hybrid course development and managed the migration of online content to new LMS. Provided training and assistance in the successful delivery of quality online courses. Created courses in the learning management system and other learning environments and provided ongoing technical support and training to faculty and students and updated and revised existing online resources. Served as the Continuing Education liaison to the main campus for online learning environment issues and initiatives.

Instructional Designer

Colorado Community Colleges Online, Denver, Colorado

Developed new courses and revised existing courses by working with the faculty and other Instructional Designers. Adapted new digital content to existing courses, introduced new technology to faculty, and provided technical assistance to faculty and to students. Worked with the Instructional Design team to successfully migrate all courses to new Learning Management System. Nominated for Desire2Excel Award for successful development and support of online COM 115 Public Speaking course that included student video speeches.

Compliance Specialist

Paragon Consulting Group, Denver, Colorado

Managed the application process of reimbursement applications to the Department of Labor and Employment Division of Oil and Public Safety (OPS) including communicating with OPS staff, clients and staff. Technical support for staff including developing training materials for various tasks.

Office Manager/Special Events Coordinator

Historic Olde Town Arvada, Arvada, Colorado

Planned and managed office and special events by working with the Board of Directors and volunteers. Communicated with Board of Directors, volunteers, merchants and public. Developed training and trained volunteers for events and other tasks.

AWARDS

Nominated for 2010 Desire2Excel Award for developing and supporting COM115 Public Speaking at Colorado Community Colleges Online. From Spring 2009 semester to Fall 2010 semester, over 600 students enrolled in the online speech class.