

Allana Tran

UI/UX and Design Student

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Statement	Hello! I am an undergraduate student studying UI/UX and design and graduating in April 2024. I love solving problems and engaging in opportunities that allow me to help design for good. As a fast and enthusiastic learner, I hope I can learn more from real world opportunities.
Education	University of Michigan - Ann Arbor, MI Expected Graduation: April 2024 GPA: 3.77 Penny W. Stamps School of Art & Design - Bachelor of Arts School of Information - Bachelor of Science in Information, UX Design
Experience	UM Library Accessibility Remediation Program // Student Accessibility Specialist Aug 2022 - Present University of Michigan, Ann Arbor, MI <ul style="list-style-type: none">- Enhancing existing digital files by making them more accessible for all users including users with disabilities, assure the files meet WCAG and other accessibility standards- Creating and correcting captions and transcripts for video and audio les using caption editing software (Subtitle Horse, etc.) and followed workflows and instructions set out in team documentation and style guides Digital Scholarship // Design Intern Jun 2023 - Aug 2023 University of Michigan, Remote <ul style="list-style-type: none">- Designed branding and documentation for an emerging department within the library, created graphical assets, produced print and digital deliverables using Adobe Illustrator and Google Slides Duderstadt Center Digital Media Commons (DMC) // Ground Connections Student Consultant II Jan 2020 - Feb 2022 University of Michigan, Ann Arbor, MI <ul style="list-style-type: none">- Developed a project management solution using Notion for a group of 15+ members and conducted user testing, user surveys, and refinement- Collaborated and acted as project admin in a group of 6 students to design, create, and present new department branding, produced digital assets and templates using Adobe Illustrator for use in producing digital and print content- Onboarded and trained new consultants on available resources and software/hardware- Oversaw and maintained 8+ 3D printers and machines for students and faculty along with additional fabrication equipment, kept accurate records, communicated with clients via email- Conducted ethnographic research to better understand students' utility of available resources in order to improve hybrid and multidisciplinary collaborative spaces
Skills	<ul style="list-style-type: none">- Adobe Creative Cloud Suite, Microsoft Office Suite, Google Workspace- Customer service, teamwork, communication, project management, problem-solving- Recordkeeping, organization, attention to detail- HTML/CSS, Python
Languages	<ul style="list-style-type: none">- English - Native, Mandarin Chinese - Fluent, Cantonese - Conversational
Activities & Interests	Chinese and English Tutor & Conversation Partner Volunteer <ul style="list-style-type: none">- Volunteering as an English teacher at a retirement home in Ann Arbor, helped others practice English or Chinese as a conversation partner online Arbor Art + Feminism Wiki Edit-a-Thon 2023 // Visual Designer <ul style="list-style-type: none">- Designed and produced branding and imagery based on the annual themes given for the event, created assets and deliverables, kept timely communication on project progress UM English Language Institute Conversation Circles // Conversation Facilitator <ul style="list-style-type: none">- Planned and facilitated weekly hour-long Zoom meetings for 3-4 international graduate students, engaged members in interactive activities and active conversations to help practice their English Personal Interests <ul style="list-style-type: none">- Recently I've been creating custom stickers and shirts, and practicing my knitting!- Also have been taking in the wonderful scenery in The Legend of Zelda: Tears of the Kingdom