Matthew L Schreiber

Email: [matthewlschreiber@gmail.com](mailto:matthewlschreiber@gmail.com)

Phone: 317-437-6756

Mailing: 2810 W Armstrong Rd, Frankfort IN, 46041

Online Design Portfolio: [www.idesign20.com](http://www.idesign20.com)

**Education**

* M.Ed., Instructional Design & Technology: West Texas A&M University, Canyon, TX
* Bachelors in Business Administration: Indiana Wesleyan University, Marion, IN

***License/Certificates:***

* Quality Matters Certification: Peer Reviewer 2011-2013 Rubric/5th Edition Rubric
* Quality Matters Certification: Applying the QM Rubric
* Teaching License- Business Education 6-12, State of Texas: Standard Teaching Certificate

**Technologies Utilized for Project Design & Development**

LMS – Canvas, Blackboard, Desire2Learn, Moodle

Adobe Captivate 8

Articulate Storyline

Adobe Creative Suite

RealizeIT, Adaptive Learning Platform

Camtasia 8 & 9

Kaltura Video Management

Relay Video Management

SmartSheet

GoogleDocs, Microsoft Office/365

A Variety of Educational and Instructional Apps

**Professional Experience**

**Indiana Online Academy, Division of CIESC, Indianapolis IN**

**Instructional Designer May 2019 - Present**

* Project manage course design timelines by determining and reviewing curriculum deliverables and meeting design project deadlines.
* Manage the development and implementation of the design process with SME’s for course development.
* Create and design various digital learning resources to enhance student engagement and interaction.
* Utilize curriculum mapping and standards alignment for all course designs.
* Utilization of the Quality Matters design rubric.
* Assist in the implementation and management for course deployment and ticket system for, school year (3000 enrollments), and 7 week summer school (25,000 enrollments) within our LMS, Brightspace by D2l.

**Herzing University, Menomonee Falls, WI**

**Learning Design Specialist-** June 2017- May 2019

* Managed the development of multiple course redesigns across departments into an Adaptive Learning Platform (Personalized Learning), RealizeIT.
* Communicated with faculty and SME’s to include and develop different instructional technologies into course curriculum to increase engagement and performance (RealizeIT, MuzzyLane, Coursetune).
* Worked directly with faculty and SME’s to develop course content, assessments, rubrics and other course elements in alignment with established objectives and outcomes.
* Managed work flow, project deadlines, and blueprint specifications.

**Mercy College of Ohio, Toledo, OH**

**Director of Distance Education – August 2016 – June 2017**

* Hired to restructure the current Distance Education department and implement new initiatives to enhance the overall learning environment for Mercy College of Ohio.
* Assisted college administration with the development, and HLC accreditation process, of two new online graduate degrees, an MSN (Fall 2017) and MHA (Fall 2018). As well as ongoing visits with curriculum accreditation bodies such as ACEN.
* Conducted a cost analysis of current SaaS vendors which will result in a savings of $330,000 over 5 years.
* After an analysis of college needs I identified multiple areas for faculty growth. Based on this I began the initiative to develop a Center for Teaching and Learning with a focus on delivering training on transformative teaching methods and curriculum development for faculty members.
* Directed all efforts of course and curriculum development and adhered to best practices across multiple modalities – online, hybrid, and face to face.
* Directed daily operations and direct reports to maintain the college LMS and Distance Education operations such as budgeting, curriculum alignment, and course development.
* Lead the initiative to establish a centralized testing center college wide.
* Identifed appropriate educational technology and managed its implementation into the college learning environment.

**Harrison College, Indianapolis, IN**

***Instructional Development Manager June 2015- April 2016***

* Project managed course design projects by determining and reviewing curriculum deliverables and meeting design project deadlines.
* Integrated researched-based educational practices to enhance online student learning and engagement for online and blended classes.
* Utilized LMS analytics analysis to determine course and program development actions and next steps
* Created Subject Matter Expert training for faculty/staff development
* Developed media and other resources for use in course design
* Built content in Learning Management System, Canvas by Instructure

**Purdue University, Lafayette, IN (Limited Term Position)**

***Instructional Designer* January 2015- June 2015**

* Served as a project lead for online and eLearning professional development for PEC (Purdue Extended Campus) course offerings: IAHCSMM – Central Service Technician
* Utilized rapid prototyping: storyboard, design and develop learning modules and media with a wide variety of production software (Camtasia, Adobe Premiere, Adobe Photoshop, Blackboard Learn)
* Met one on one with faculty, subject matter experts, and university stakeholders to design learning modules that promote effective and efficient learning environments
* Evaluated and assess current online courses and make recommendations on quality design standards, best practices and authentic assessments

**UNT Health Science Center, Center for Online Education, Fort Worth, TX**

***Training Coordinator/Instructional Technology & Design Specialist* November 2013- January 2015**

*Training Coordinator- Faculty & Staff Development,* July 2014-January 2015 *(Promoted July 2014)*

* Department lead in identifying training needs for faculty and staff who taught online/blended courses within the university. Created, coordinated, and implemented all department training solutions, media, & materials
* Designed, developed and facilitated F2F & group training for doctors, faculty and staff in online education in LMS use, Canvas by Instructure, online best practices and design (Quality Matters), and Multimedia Solutions including Kaltura and Camtasia (Mac and PC Versions).
* Partnered with the Assistant Vice Provost and university department deans across five graduate schools to identify, develop and implement training needs.

*Instructional Technology & Design Specialist- Online Course Development,* November 2013-July 2014

* Provided instructional design and best practices planning/assistance to doctors, faculty, and program directors for appropriate online learning activities and strategies that met course and program learning outcomes.
* Assured online courses are of highest quality and complied with the latest online copyright, ADA, and university standards.
* Created, edited, and managed a variety of instructional videos used within the university educational system.
* Used a variety of hardware/software for instruction design including: Canvas LMS, Adobe Creative Suite CS6, Camtasia (PC and Mac), Big Blue Button, Google Docs, Microsoft Office, and both PC and Mac OS.

**Midland ISD, Midland Texas**

***Digital Interactive Media Teacher 10-12, September 2012- July 2013***

* Created and implemented instructional lessons to teach web design, graphic design, and video

production, primarily Adobe Creative Suite, as well as many Web 2.0 tools.

* Used differentiated instruction and created modified instructional models to meet all IEP

and modification requirements.

* Developed interactive instructional lessons utilizing an array of current technology applications- video, Camtasia lecture capture, online and blended learning delivery.

**Matt Lewis Presentations, Indiana**

***Educational Presenter- Digital Media Educational Design, March 1997- September 2012***

* Developed and delivered multimedia presentations, created in various digital formats, for hundreds of clients and delivered these presentations as keynotes, conference and breakout sessions, as well as small group training.
* 1500 presentations (Up to 3000 in attendance) given over 14 years, Hundreds of different organizations worked with.
* Various schools and colleges across the country. Clients also include: United Way, Wyoming Department of Health, Colorado Department of Health, International Secretaries Association, MO Department of Natural Resources, Susan G Komen Breast Cancer Foundation, American Lung Association, and the Indiana Hemophilia Association.