

# MANIKONDA SRI LAKSHMI

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## OBJECTIVE:

Willing to work as a key player in a challenging and creative environment where my technical, analytical, and logical skills would be applied for the uplift of the organization.

## EXPERIENCE SUMMARY:

### Total Experience: 2.1 Years

- 1.8 years of experience as an Instructional Designer.
- Worked on creating learning solutions for multiple users across the globe.
- Developed learning content for BYJU'S NEO K-10 (2021-2023).
- Worked with Subject Matter Experts (SME) teams in India to gather learning requirements and brainstorm in Design Thinking sessions.
- Gathered requirements and developed storyboards for classroom videos, focused on Academic Curriculum, providing comprehensive training materials to enhance students' understanding and proficiency of concepts in their academics.
- Demonstrated strong project management skills by successfully overseeing multiple instructional design projects simultaneously, meeting deadlines, and delivering high-quality academic content.
- Took complete ownership of the ADDIE lifecycle, collaborate with SMEs, and the product team to gather the learning requirements.

## ORGANIZATION:

Company	Designation	Duration
BYJU'S Think and Learn	Senior Associate	July 2021 – Till Date

## SKILLS:

- Microsoft Excel • Microsoft PowerPoint • Google Sheets • CMS
- TLLMS • Interactive Learning • Interpersonal Communication • ADDIE
- Organization Skills • Instructor-Led Training • Instructional Design
- Learning Management • Writing • Soft Skills • Documentation
- E-Learning Development • Content Design • Storyboarding
- Articulate Storyline • Strategic Planning • Training & Development
- Service-Level Agreements (SLA) • Project Management • Analytical Skills

## WORK EXPERIENCE:

### 1. Senior Associate

Project	BYJU'S NEO K-10 (2022-2023)
Skills	Microsoft Office, Google Sheets, Story Boarding, Content Development, Content Management, ADDIE, Service-Level Agreements (SLA), Instructional Design
Team Size	16
Duration	July 2022-Present

#### Roles and Responsibilities:

- Created and Reviewed content for BYJU'S NEO K-10 (2022-2023).
- Collaborated with various teams' production, subject matter experts (SME), Tutors, and Instructional designers to develop curriculum, courses, and eLearning products, optimizing content and training materials.
- Acquired good knowledge of designing content, homework, and assessments.
- Worked on video and app content development.
- Identified learning needs for organizations, which included recognizing opportunities to improve training programs and learning materials for diverse student populations.
- Created storyboards for interactive classroom sessions and received positive reviews.
- Received appreciation and awards for showing exceptional performance in a challenging project.

### 2. Associate - Content Development

Project Specific Skills	Microsoft Office, Google Sheets, CMS, and TLLMS Platforms
Team Size	15
Duration	July 2021 – July 2022

#### Roles and Responsibilities:

- Worked on creating and designing strategic content for K-10 Math Classes.
- Created Curriculum and Schedule for BYJU'S Classes K-10 Math – ICSE, Kerala, Maharashtra, West Bengal Boards.
- Worked on Video Script writing and presenter discussions.
- Worked on Microsoft Office, Excel, Google Sheets, CMS, and TLLMS Platforms to create content.
- Worked on strict project deadlines and met Service Level Agreements (SLA).
- Received positive feedback and appreciation for handling content creation of multiple projects, strategic planning, and delivering content within project deadlines.

**EDUCATION:**

B. Tech degree in Civil Engineering.

Graduated in the year 2021 from the National Institute of Technology, Calicut.

CGPA - 9.21

2<sup>nd</sup> Ranker in a class of 150.

**CERTIFICATIONS:**

The Complete Instructional Designer Course from Udemy by John Hinchliffe-2023.

**REWARDS AND APPRECIATION:**

- Received 2 awards named Perseverer (Jan 2023) and Rockstar Rookie (Oct 2022) for exceptional work in the Project.
- Nominated for various awards like Extra Mile, Rockstar Rookie, Performer of the Month, Perseverer, and Reach for the Stars for giving the best performance as an employee.

**PERSONAL INFORMATION:**

**LinkedIn url**                      [www.linkedin.com/in/manikonda-sri-lakshmi-65ab7518b/](https://www.linkedin.com/in/manikonda-sri-lakshmi-65ab7518b/)

**Date of Birth**                      26 December 1999

**Languages Known**              English, Hindi, and Telugu

**Address**                              S.G Palya, Koramangala, Bangalore-560037

**DECLARATION:**

I hereby declare that the above-stated information is true to the best of my knowledge and belief.