

- Answer student questions about various software
- Aid students in preparation for the Microsoft Office Specialist exams

1996 to Present

Owner of Sue's Tiny Costumes

Business Owner

- Author of 2 published books, Pattern Drafting for Miniatures and Pattern Making for Dolls
- Articles published in International Doll Magazine, Doll Castle News and Dolls In Miniature
- Develop of over 100 miniature and small doll patterns
- Distance Education Teacher for pattern drafting classes
- Design, develop and maintain multiple websites and blogs related to dolls and miniatures

Volunteer Work

2004 Chugiak Children's Services Head Start -**Classroom Aide**

2003 www.integrity-designs.com - **Web site Marketer**

2003 www.minidolllist.com - **Graphic Designer**

Education

April 2006 to April 2009

B.S. Business Management & Technology

Charter College
Anchorage, AK

B.S. Business Management Practice

A.S. Business Management Practice

Certificate Office Applications

March 2007 to March 2009

Microsoft Office Specialist/Expert Excel 2003

Nine Star Education & Employment Services
Anchorage, AK

Microsoft Office Specialist/Expert Word 2003

Microsoft Office Specialist Power Point 2003

Microsoft Office Specialist Access 2003

May 2003 to present

Website Development & Design

Online Self Study

GNC Web Creations

Awards

Alpha Beta Kappa Lifetime Member 2009
Charter College

Anchorage, AK

Dean's List June 2006 to April 2009
Charter College

Anchorage, AK

May 1997 Alpha Gamma Sigma Honors Society
Solano Community College

Suisun, CA