Kathy Green

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SUMMARY

I am a highly skilled writer, editor, and courseware developer with experience in and a passion for the eLearning industry.

RECENT EXPERIENCE

07/03 – Present

Freelance Courseware Developer
Create and edit instructional content for a diverse range of clients, including NETg (Skillsoft), the University of California, and NexLearn. I develop content, simulations, supplemental exercises, assessments, instructors' guides, and other tools as needed per SCORM, AICC, and client standards. I also edit content developed by other writers and subject matter experts to provide a quality finished product with brand cohesion.

02/04 – Present

Documentation Specialist, Miller Consulting Services
Collaborate with subject matter experts, peer editors, and industry specialists to update procedural manuals for two Fortune 500 oil and gas industry clients. I have also developed computer-based training and instructor-led training materials for several clients, coordinated the rollout of an email software package to 1900 employees, and provided troubleshooting and help-desk services to users on a variety of hardware and software issues.

07/00 – 06/02

E-Learning Content Developer, NETg
Developed corporate training e-Learning programs (Web, CD, and intranet delivery) for Fortune 500 companies on topics such as communication, leadership, organizational behavior, and project management. Wrote and edited instructional content, vignettes, simulations, assessments, and other learning tools for adult learners.

09/99 – 07/00

Program Assistant, Kansas State University Research & Extension
Created and delivered youth education programs to students in Sedgwick County, KS. Presented instruction to groups of 10-150 students. Led train-the-trainer instructional programs through the Sedgwick County Extension Office.

EDUCATION

B.S., Ag Education, Oklahoma State University

SOFTWARE SKILLS

MS Word, Excel, PowerPoint, Access, Project, Publisher, Visio, Articulate, Camtasia, SimWriter, ScreenSteps, SnagIt, HTML