TERRI MORGAN

# ANALYST /DATABASE DEVELOPER

Technical and Business skills. Twenty (20) years computer systems and international trade experience.

# FUNCTIONAL AREAS

Database Design, Code Development and Performance Reviews. Software Design, Development, Functional and Technical Reviews. Market Evaluations. Reverse Engineering. System Interactions and Process Evaluations.

# EXPERIENCE

## WUDANG RESEARCH ASSOCIATION

**Client Data Recovery and Database Upgrade** Recovered ProCite data with UTF-8

characters. Recovered a corrupted Access 2003 database and upgraded it to open with the 2017 version.

**Online Instructor** Plan curriculum and deliver online livestream classes. Reconfigure local server with new graphics card and software to handle webinars and video editing. Set up staging and equipment. Address issues with latency and keys for livestream. Analyze metrics and adjust content and delivery to improve viewer metrics. To date, have produced ~400 videos (avg. 30-45 minutes each).

## VETSMPC.ORG, ORLANDO, FL WEBMASTER 10/2013 - DATE

Web site management, upgrades, and various tasks to develop features for the site. Integrated PayPal for donations. Analyze site for navigation, ease of donation, and performance.

## CIC HEALTH, BOSTON, MA DATABASE ARCHITECT

Develop a prototype for a set of HIPPA compliant SQL queries to aggregate medical records from multiple sources for review and billing. Analyze existing spreadsheet for features and calculations.

## JAYMAC PHARMACEUTICALS, LLC, ORLANDO, FL

**XML SCHEMA AND VALIDATION FOR FDA REGULATORY FILING**

FDA filing a new pharmaceutical label using SPL (Structured Product Labeling) with validated XML. Used the FDA recommended technical verification tool to develop the XML from the client materials and

worked with the client to complete a compliant filing on a 24 hour deadline.

## HAP DIGITAL, ORLANDO, FL DATABASE ARCHITECT/SR. TECHNICAL WRITER

Design, develop, test, and document a Program Management database for PEO/STRI. Analyze current methods and tools to determine migration path. Analyze and evaluate feature requests. Develop

functional and UI models. Wrote extensive VBA and SQL code. Create ERDs, Technical WBS and SOWs. Wrote design docs. Provided technical training and coaching for PM and client.

## FIBERWAVE, BROOKLYN, NY AND NEW ZEALAND

**E-COMMERCE WEB DEVELOPER / BUSINESS CONSULTANT RFPS**

Analyze client need for standard products and custom orders to determine possible solutions. Develop, redesign, and rebrand Fiberwave web site. Added product showcase and ecommerce with Quote to

Fulfilment tracking. Trained staff. Consulted with CEO and COO on marketing strategies and assisted with preparation of RFP/RFQ responses.

## AES MECHANICAL, MONTGOMERY, AL SHAREPOINT ARCHITECT

Developed job management portal, punch lists, and oversight reports for commercial HVAC installer with national accounts. Analyzed processes and data entry requirements. Wrote custom Odata script to add new projects to five SP lists at once. Used Layer 2 to create ODBC connection to Computer Ease with SharePoint Online. Wrote custom code to build ‘stop-light’ reports from multiple lists. Provided staff

training. Wrote technical design materials and user documentation

## FRANCHISE GROUP, ATLANTA, GA WEB/LMS DEVELOPER

Developed various projects for national franchisor. Designed and built on-boarding system for new franchisees using Lifter LMS and IssueM (ebooks). Wrote and organized assets and training materials. Analyze system options for various compliance and tracking requirements. Provided analysis of vendor tools. Redesigned UI for branded company services website. Converted multiple printed manuals and

instructional materials to ebooks.

## SAIC, ORLANDO, FL WEB PROJECT MANAGER / DEVELOPER

Develop consolidation options with accordion scripts for multi-platform site consolidation/migration. Analyze content and migrate to new SharePoint system. Optimized Information Architecture using statistical models created from search results, designed navigation. Design and develop ongoing

Governance plan with virtuous cycle.

## STRAW HAT TRADING COMPANY, LLC, ORLANDO, FL / TIANJIN CHINA MANAGING PARTNER

Co-founded specialty global wine and foods company to export from Italy, US, Canada, and Australia to China. Analyzed markets, trade, logistics, and market entry issues. Met with US Commerce/AgTrade office in Beijing to address regulations, compliance issues, and identify in-country US product sources. Developed three currency pro-forma with pricing models and sales projections. Develop automation for pick lists in three currencies ($/€/¥) with calculators for box, pallet, container. Conducted market

research in four cities for products and potential outlets.

## WUDANG RESEARCH ASSOCIATION/UNDP, ORLANDO, FL / NEW YORK, NY PROJECT MANAGER / DATA SYSTEM ARCHITECT

Sourced, analyzed requirements, prepared and won two rounds of bids on a contract to develop a web-

enabled database system for United Nations Development Programme to handle reporting for 130 countries. Designed the concept, applied metadata, and database architecture. Round two required a comprehensive work plan with budgets on a fixed price award.

## TACTICAL MANAGEMENT, INC., ORLANDO, FL SHAREPOINT ARCHITECT / HCMS

Design and developed HIPPA compliant SharePoint portal for home healthcare management company. Analyze usage, users, and security issues. Automated data import from Excel to a custom SQL instance.

Full integration from initial contact through scheduling and return of records for coding. Wrote full design documentation. Created user training materials and system reference documentation.

## US NAVY, MECHANICSBURG, PA SHAREPOINT / WORKFLOW DEVELOPER

Analyzed workflows and developed a processing portal with multiple complex workflows. On time, on budget, on spec. Wrote design docs. Delivered hands-on developer training. Worked with visually

impaired developer on metadata strategies. Assisted TPOC with CO briefing.

## SENSORY 7, ACT, AUSTRALIA SHAREPOINT DEVELOPER / CONTENT ARCHITECT

Analyzed client requirements, designed the information architecture, and developed a SharePoint portal solution for Australia Customs and Border Protection

## AFLAC, COLUMBUS, GA SHAREPOINT / JAVASCRIPT DEVELOPER

Analyzed content, client goals, and technical environment. Develop full metadata schema for IT organization to enable document aggregates. Designed and built an ISO 38500 compliant Governance portal for the CIO. Led code review with staff and executive team.

# TECHNOLOGIES

## METHODOLOGIES, PLANNING, DOCUMENTATION

Six Sigma (Certified), JAD / RAD, Agile, Iterative Break/Fix, Waterfall, SDLC MSProject, Project Planner (Pragmatic), Gantt charts, Pert charts, Swim lanes, Workflows, Wireframes, Visio, Budgets/ROI, Earned Value, Variances

## WEB/ECOMMERCE

WordPress, Drupal, MediaWiki, Documentum, Joomla, ezPublish, SharePoint, Lifter LMS, IssueM, Sigil (XML/eBooks), Xara, RoboHelp, WooCommerce, OSCommerce, Miva Merchant, Shop Site Pro, Verisign Gateway, Pay Pal, Authorize.net, Square, Stripe

## TRANSLATION

SDL Trados, Polylang, LocoTranslate, Poedit

## CODE / DEVELOPMENT TOOLS

C#, .Net, VBA, HTML, HTML5, DHTML, XML, CSS, SQL, Perl, PHP, JavaScript, AngularJS Visual Studio, Cordova/PhoneGap, DojoToolkit, Visual Source Safe, Rational ClearCase, Silk Radar, Bugzilla, Fiddler, Chrome/IE Developer Tools, Layer 2 (middleware), SharePoint Designer, Nintex, Idera, ShareGate, PowerShell, HomeSite

## WEB ANALYTICS

Adobe Analytics, Google Analytics, Urchin, WebTrends, WebStats, Raw Traffic Logs

## DATABASES/REPORTING

MS SQL, MySQL, Oracle, PostgreSQL, MSAccess, Retek, Crystal Reports, Tableau

## VIDEO/GRAPHICS

OBS Studio. YouTube Livestream, Adobe Suite, Photoshop, PaintShop Pro; Flash, Animation Shop, Maya, Gimp CyberLink Power Director; Audacity, Wave Pad, Pinnacle Studio

# EDUCATION

MIT Sloan Executive Education, IT Governance Villanova University, Six Sigma Certification Florida Atlantic University, MA, Linguistics

University of Missouri at Kansas City, BA, English

# LANGUAGES

English, Mandarin, Spanish; limited French, Italian, German, Dutch, Greek