

Richard Valencia

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EDUCATION

Florida State University, Tallahassee, FL
Master of Science, *Instructional Systems and Learning Technology*
GPA: 3.97

August 2020 – December 2021

Florida State University, Tallahassee, FL
Bachelor of Science, *Information, Communication and Technology*
GPA: 3.61; *Cum Laude*

August 2017 – August 2020

EXPERIENCE

KnowBe4, Clearwater, FL

Online eLearning Front-End Developer, Intern

May 2021 – August 2021

- Created one course with 35 responsive pages using PUG and Sass within the course builder; used GIT branching, stashing, and merging to organize untracked and modified files.
- Reviewed and reedited code for QA edits; conducted 10 edits.
- Created two demos of one new interactive for the course builder, providing a PUG boilerplate and CSS stylesheet; presented the interactive to the team to decide which demo to use.
- Brainstormed and collaborated with another intern to create plans for 5 new components for the course player.
- Developed stylesheets for 5 components in the course builder using Sass; copied the DOM and gave access to very specific elements of the interactive.

Tribeca Language, New York, NY

Online Curriculum Development & Lesson Design, Intern

January 2021 – April 2021

- Transferred 500 language-activity worksheets to “LiveWorksheets.com” for ten languages.
- Created 190 online, interactive activities for nine topics on “LearningApps.org” to increase the organization’s interactivity for online instruction.
- Collaborated with the supervisor to plan and design worksheets for “Clothes” and “Winter Clothes” topics.
- Created worksheets for “Clothes” and “Winter Clothes” topics using Canva; worksheets were created for ten languages.
- Organized a webpage layout for a demonstration of Spanish activities on the company’s Weebly website.

Lumentum LLC, Vero Beach, FL

Web Application Development, Intern

June 2019 – August 2019

- Created a web application to assist in data organization and editing using HTML, CSS and jQuery to solve the company’s problem of a lack of management and editing for customer account information.
- Compared and analyzed two websites based on web design and user experience to improve the company’s website; presented the analysis to supervisor.

Technical Writing, Intern

June 2018 – August 2018

- Wrote and edited scripts ten tutorial videos to educate customers to use the company’s web application (Digipan).
- Constructed one large Wiki page on Microsoft Teams so other employees could easily locate links to county websites, and contact information of each county appraiser and tax collector in one place.
- Developed organizational and presentation skills by reporting monthly results to supervisors using PowerPoint.

Data Collection and Entry, Intern

June 2017 – August 2017

- Collected approximately 100 contacts of various county positions to provide updated information of the counties for the company’s web application (Digipan).
- Organized county contact information into five Excel files based on state so retrieval of updated contact information would be seamless and simple for others to read.

PROFESSIONAL DEVELOPMENT

Florida State University, Tallahassee, FL

Directed Individual Study with Dr. Micheal Kaschak

May 2020 – July 2020

- Contacted over 400 establishments for a linguistic study to complete an adequate sample of a population size.
- Studied two academic journals relating to the topic and nature of the linguistic study (indirect speech acts) to better understand the subject-matter and experiment at hand.
- Conducted a literature review using 22 academic journals on how gender influences indirect speech acts which expanded on the information related to the linguistic study.
- Developed a visual flow chart on how gender influences indirect speech acts to visualize my comprehension from the literature review conducted.

FSU Childcare & Early Learning Program - Teacher Assistant Volunteer

January 2020 – March 2020

- Worked with teacher and assistants by managing a group of ten children ages 19-24 months old, and another group of ten children ages 2-3 years old.
- Focused on having children use words to express wants and needs to guide their development and adhere to the classroom goals.
- Reinforced classroom rules and proper social manners and etiquette to maintain the classroom management.

Directed Individual Study with Dr. Yolanda Rankin

August 2019 – December 2019

- Categorized over 200 pictures to provide content for a game developed for ESL (English Second Language) students.
- Recorded 17 short Spanish phrases for cooking activity in a Spanish-learning game to create content for supervisor.
- Organized a supply list for the DIS office space by coordinating needs from the supervisor.
- Reorganized office space by putting all cleaning, technology, and gaming/art supplies in filing cabinets, decluttering the work area, which improved the working environment for others.

Tool/Software Experience

Adobe Premiere Pro

- Created cooking instructional video using Adobe Premiere Pro; included self-made voiceovers.

Adobe Illustrator

- Created basic assets for instructional documents and Articulate Storyline courses (Arm with Drumstick, music theory notation).

Audacity

- Recorded and edited voiceover clips and music files for a podcast assignment and two personal projects.

Articulate Storyline 360

- Created two learning modules for introductory music theory for graduate courses.
- Utilized “xAPI Challenge” by Devlin Peck; followed along with videos with Microsoft Visual Studio Code.