



# MICHAEL ANDERSON

## Online Learning Quality Manager

Proactive Online Learning Quality Specialist with a diverse background in technology and project management, totaling over 9 years in the education sector. I have a strong foundation in instructional design, quality assurance, and technology integration. My experience includes developing quality benchmarks for online courses and implementing assessment strategies that enhance learner engagement.

### CONTACT

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- San Francisco, CA

### EDUCATION

#### Bachelor of Science in Instructional Technology

University of Michigan  
2013

### SKILLS

- Quality Assurance
- Instructional Design
- Project Management
- Data Analytics
- Technology Integration
- Course Development

### LANGUAGES

- English
- Spanish
- French

### WORK EXPERIENCE

#### Online Learning Quality Manager

2020-2023

EdTech Innovations

- Developed quality benchmarks for all online courses, resulting in a 20% increase in student satisfaction.
- Monitored course evaluations and feedback to inform continuous improvement initiatives.
- Collaborated with developers to integrate new technologies into online learning platforms.
- Facilitated training for faculty on best practices in online instruction.
- Utilized data analytics to track learner engagement and success rates.
- Managed multiple projects simultaneously, ensuring timely delivery of quality online courses.

#### Instructional Designer

2019-2020

National Learning Center

- Designed engaging e-learning modules that improved course completion rates by 30%.
- Conducted needs assessments to align course content with learner goals.
- Worked closely with SMEs to create accurate and relevant course materials.
- Implemented feedback loops to continuously enhance course delivery methods.
- Utilized various authoring tools to create interactive and engaging content.
- Presented project updates and outcomes to senior management for strategic decisions.

### ACHIEVEMENTS

- Awarded the Excellence in Instructional Design in 2019 for innovative module development.
- Increased course completion rates by 30% through targeted enhancements.
- Published articles on online learning trends in industry publications.