MA

Michael Anderson

E-LEARNING PROGRAM COORDINATOR

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SKILLS

- Technology Integration
- Content Development
- Project Management
- User Experience Design
- Instructional Technology
- Collaboration

EDUCATION

BACHELOR'S IN INFORMATION TECHNOLOGY, UNIVERSITY OF ILLINOIS

LANGUAGE

- English
- Spanish
- German

ACHIEVEMENTS

- Recognized for outstanding innovation in course design during annual awards in 2022.
- Increased course completion rates by 25% through engaging content initiatives.
- Successfully launched a new online learning platform that improved accessibility for all students.

Proactive Online Program Coordinator with a strong focus on technology integration within educational frameworks. Over 4 years of experience in streamlining online course delivery and improving digital literacy among students. Experienced in developing engaging content and utilizing various software tools to enhance learning. Excellent organizational skills enable effective project management and timely execution of online programs.

EXPERIENCE

E-LEARNING PROGRAM COORDINATOR

Tech Learning Hub

2016 - Present

- Coordinated the development of interactive online modules that boosted student engagement by 40%.
- Implemented new LMS features that improved course navigation and accessibility.
- Designed user-friendly instructional materials for both faculty and students.
- Conducted training sessions for educators on integrating technology in the classroom.
- Managed student feedback processes to continuously enhance online offerings.
- Collaborated with IT to resolve technical issues promptly and efficiently.

INSTRUCTIONAL DESIGNER

Innovative Online Learning

2014 - 2016

- Developed e-learning content that met curriculum standards and enhanced student learning outcomes.
- Worked closely with subject matter experts to create relevant and engaging online materials.
- Utilized analytics to assess course effectiveness and student performance.
- Promoted online programs through targeted communication strategies.
- Collaborated across departments to integrate interdisciplinary approaches in course design.
- Facilitated workshops to train faculty on best practices in online teaching.