

Andrea M. Doherty

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Objective: To obtain full time employment which will utilize my skills in web, graphic, and multimedia design upon my relocation to Long Island, New York in August 2007.

Education:

Aug 1998 to **Rensselaer Polytechnic Institute (RPI)**, Troy, New York
May 2002 B.S. in Electronic Media, Arts and Communication, and a minor in Social Psychology.
Honors: Dean's List; Rensselaer Alumni, Emily Roebling, and Excellence in Writing Scholarships.
Activities: Pep Band, Alpha Gamma Delta, Design Your Future Day.
Cumulative GPA: 3.30/4.00

Work Experience:

- May 2005 to* **School of Nursing**, University of North Carolina at Chapel Hill
Present Instructional Technology Designer, Web Developer
- Member of [CITES](#) (Center for Instructional Technology and Educational Support).
 - Serve as department contact for phone, email, and in-person support for [Blackboard](#), an online learning management system (LMS) used in traditional and distance learning. Support over 500 course sites for current and past semesters dating back to 2005. Provide Blackboard orientations to new faculty and students every semester, and one-on-one training when requested. Keep faculty up to date on new features in Blackboard, as well as service outages when necessary. Also advertised, created technical documentation for, and assisted with orienting faculty to Teams LX, a Wiki tool incorporated into UNC's Blackboard system in May 2006.
 - Designed and regularly contribute to the [CITES newsletter](#), which informs the faculty about ways to improve interactivity and organization in their teaching.
 - Use Macromedia Captivate to create narrated tutorials on how to perform common tasks in Blackboard ([example](#)). Assist faculty with recording narration over PowerPoint presentations for use in distance learning ([example](#)). Create self-assessments for online modules when requested.
 - Assist in content development of the School of Nursing's [website](#). Reorganized the [Alumni](#) section for better usability, and created the [Academic Counseling](#) section from past paper handouts. Redesigned the [CITES](#) website as part of a collaborative effort among teammates.
 - Create Flash elements for the School's website and online classes, including a [Jeopardy-style game](#), [interactive course module](#) and [photo gallery](#).
 - Advised Office of Admissions and Student Services in their decision to purchase chat room software. Support faculty and office staff with conducting [chat sessions](#) with prospective and current students. Created illustrated instructions for new users.
 - Piloted Adobe Connect (formerly Macromedia Breeze) with several faculty members and administrators to determine whether videoconferencing was a viable option for the School.
 - Member of Sakai Action Group, which consists of faculty and support staff from across the UNC campus. The Group evaluates Sakai, an open-source learning management system, to determine whether it could potentially replace Blackboard.
 - Nominated for a [2007 IT Award](#) for excellent support efforts in the School of Nursing.
- Sept 2003 to* **Clinical Tools, Inc.**, Chapel Hill, NC
March 2005 Web/Graphic Designer
- Completely redesigned two physician-oriented tobacco cessation websites: [TobaccoCME.com](#) and [TobaccoFreePatients.com](#), funded by grants from the National Heart, Lung and Blood Institute and the National Cancer Institute.
 - Wrote content and quiz questions for TobaccoCME.com's "Smokeless Tobacco" and "Cigars and Pipes" courses.
 - Created two consumer-oriented tobacco cessation websites: [QuittingTobacco.net](#) and [GiveUpTobacco.net](#), both funded by a grant from the National Cancer Institute.

- Designed marketing materials for [HealthProposal.net](#), an online grant submission service, including postcards, flyers, posters, banners and pens. These items were distributed nationwide at conferences and through bulk mailings.
- Was given opportunity to create movies and interactive features using [Flash](#).
- Utilized HTML, CSS, XML and XSL for content; Photoshop, Illustrator, Fireworks and Flash for graphics.

*June 2002 to
May 2005*

Department of Allied Health Sciences, University of North Carolina at Chapel Hill
Web/Graphic Designer, Office Assistant IV

- Designed website for the [Council for Allied Health in North Carolina](#); responsible for registering domain name and acquiring external hosting.
- Drafted Council's brochure and business cards, distributed statewide to hundreds of allied health professionals.
- Designed website for the [Center for Literacy & Disability Studies](#), accompanying business cards, and [online class website](#).
- Aided in day-to-day activities of the Council and Center, including taking minutes, answering phone and email inquiries, making photocopies, and ordering office supplies.
- After departing full-time position in September 2003, rehired as a consultant to perform updates and maintenance to the Council's website through May 2005.
- Hired as a consultant by the now-defunct CHART program in June 2004 to perform website updates and maintenance through May 2005.

*Aug 2001 to
March 2005*

Department of Chemistry & Chemical Biology, Rensselaer Polytechnic Institute
Webmaster/Consultant

- Hired to completely redesign [website](#) to aid in a nationwide search for a new Department Chair.
- Responsible for initial conception, prototype development and project scheduling through final launch.
- After site's May 2002 completion, rehired as an independent contractor to perform updates and maintenance as needed through March 2005.

Computer Skills:

Operating Systems:

Windows (XP, Me, 2000, NT, 9x, 3.x), Mac OS X, UNIX, DOS.

Languages:

Proficient in HTML, JavaScript and CSS. Experienced with Actionscript and XML. Some knowledge of PHP and XSL.

Software:

Macromedia Studio (Dreamweaver, Fireworks, Flash, Captivate), Adobe Design Suite (Photoshop, Illustrator, Premiere, ImageReady, Acrobat, InDesign), Microsoft Office (Word, Excel, PowerPoint, Publisher, Access, FrontPage).

Certifications:

Brainbench-certified in HTML 3.2, Computer Fundamentals (Windows and Mac OS X), English Vocabulary, Written English, and Typing Speed & Accuracy (86 wpm).

Other:

Referenced (as Andrea Catenaro) in Mike Markel's textbook [Technical Communication, 7th Edition](#) (Bedford/St. Martin's, 2003, page 425).

References Available Upon Request.