

## DOT GARMAN

**CAREER SUMMARY** My career experience includes being a traditional classroom teacher, online instructor, technology director, instructional designer and eLearning specialist. My goal is to continue to help educate others through quality online courses and training.

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**EDUCATION**

**M.Ed. – Educational Technology with Instructional Design for Online Learning**  
Wright State University, Dayton, Ohio

**M.A.E. – Business Education**  
Ball State University, Muncie, Indiana

**Graduate Certificate in Instructional Design**  
University of Wisconsin – Stout, Menomonie, Wisconsin

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**WORK HISTORY**

**Instructional Designer, Notre Dame College, South Euclid, Ohio**  
From: March 2017 - To: present

- Collaborate with faculty to create engaging, learner-centered online courses
- Ensure alignment of objectives, resources, activities, and assessments
- Maintain appropriate course rigor level
- Quality Matters™ Course Coordinator for online courses
- Perform quality checks based on the Quality Matters™ rubric
- Update faculty on instructional strategies, accessibility, new technologies, and other online teaching issues through online workshops, newsletters, and video tutorials

**Instructional Designer, University of Northwestern Ohio, Lima, Ohio**  
From: April 2015 - To: January 2017

- Collaborated with faculty to create engaging, learner-centered online courses
- Ensured alignment of objectives, resources, activities, and assessments
- Maintained appropriate course rigor level
- Created linear and branching lesson scenarios
- Created and facilitated faculty professional development sessions
- Co-created and facilitated a student orientation course

**Virtual College Faculty, University of Northwestern Ohio, Lima, Ohio**  
From: April 2015 - To: January 2017

- Facilitated online courses in basic business and software applications
- Maintained weekly synchronous office hours
- Instructor presence established through the use of video lessons and personalized video feedback on assignments

## **Technology Director, Marion Local Schools, Maria Stein, Ohio**

From: August 2000 - To: April 2015

- Stayed up-to-date with research in educational technology and pedagogy
- Developed and trained faculty in new technologies and applicable pedagogy (both face-to-face training and online training)
- Led innovative technology initiatives (1:1 computing, blended courses, SmartBoards, full wireless access)
- Administrator for Windows network, Moodle LMS, district websites
- Researched, purchased, and deployed a wide variety of technologies
- Maintained technology budget; wrote and received many grants to supplement district funds
- Project manager for the technology portion of a major renovation project

## **College Adjunct Faculty, Wright State University – Lake Campus, Celina, Ohio**

From: June 1996 - To: May 2000

- Taught on campus courses in educational technology, computer applications, and a variety of one-day technology seminars.

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### **SOFTWARE SKILLS**

Adobe Products: Captivate, Connect, Dreamweaver, Fireworks, Premiere  
Articulate Storyline, Camtasia, Collaborate, Kaltura, Moodle, Microsoft Office, SoftChalk, Poll Everywhere, Socrative, Nearpod, VoiceThread, Animoto, Prezi, Symbaloo, TedEd, Audacity, Weebly, Hot Potatoes, Scratch, WikiSpaces, YouTube, Skype, Facebook, Twitter, LinkedIn, Windows, Android, iOS

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### **OTHER PROFESSIONAL ACHIEVEMENTS**

#### **Quality Matters**

- Certified Higher Education Peer Reviewer
- Higher Education Quality Matters Coordinator
- Certified K-12 Peer Reviewer

#### **College Graduate Certificates**

- Instructional Design for Online Learning (Wright State University, 2014)
- Instructional Design (University of Wisconsin, 2012)

#### **Google**

- Google certified educator
- Google certified trainer