

# Dorothy (Dot) Garman



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<http://dotgarman.com>

**CAREER SUMMARY** My career experience includes being a traditional classroom teacher, online college 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

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

- Collaborate with faculty to create engaging, learner-centered online courses
- Ensure alignment of objectives, resources, activities, and assessments
- Maintain appropriate course rigor level
- Created linear and branching lesson scenarios
- Update faculty on instructional strategies, accessibility, new technologies, and other online teaching issues through online workshops, newsletters, and video tutorials
- Quality Matters™ Course Coordinator for online courses – Notre Dame College
- Perform quality checks based on the Quality Matters™ rubric – Notre Dame College
- 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 using 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
- Administrator for Moodle LMS, Windows network, district websites
- Developed and trained faculty in new technologies and applicable pedagogy (both face-to-face training and online training)

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- Led innovative technology initiatives (1:1 computing, blended courses, SmartBoards, full wireless access)
  - Researched, purchased, and deployed a wide variety of technologies
  - Maintained technology budget; wrote and received 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** Moodle LMS, Camtasia, Articulate Storyline, SoftChalk, Captivate, Microsoft Teams, Zoom, Collaborate, Kaltura, Microsoft Office, Poll Everywhere, Socrative, Nearpod, VoiceThread, Animoto, Prezi, Audacity, Weebly, Hot Potatoes, Scratch, YouTube, Skype

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**OTHER  
PROFESSIONAL  
ACHIEVEMENTS**

**Quality Matters**

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

**Graduate Certificates**

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

**Google**

- Google certified educator
- Google certified trainer

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**HOBBIES AND  
INTERESTS**

- A bit of a “tech geek” – especially tech for learning
- Avid flower gardener
- Supporter of a variety of missions (most recently a Guatemalan Girls School)
- Last but not least – enjoying family time.

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**REFERENCES** Available upon request.