

Reid Proctor

Atlanta, GA
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Overview

I am an experienced instructional technology specialist with eight years of experience focused on using technology to support learning. Professional interests include instructional design and open source technologies.

Professional Experience

Instructional Designer/Webmaster, Mercer University College of Pharmacy and Health Sciences, April 2009-Present

- Train and support faculty in the use of the Blackboard learning management system
- Manage and oversee the college's website. Design additional web pages as needed
- Create additional websites as needed with the Joomla content management system
- Redesign classroom teaching materials for online delivery
- Consult with faculty one on one and in small groups regarding best practices of instructional technology
- Support faculty and students with a variety of technology related projects
- Research and implement new learning technologies to support the goals of the college.
- Manage multiple installations of Moodle to support instruction

Moodle Trainer, Remote-Learner, March 2009-Present

- Train adult learners to teach and design online courses with the Moodle learning management system
- Train adult learners to administer the Moodle learning management system
- Facilitate online meetings via a web conferencing program
- Modify online course content to meet the needs of targeted learners

Technology Coordinator, Georgia Virtual Academy, July 2008-April 2009

- Train teachers in the use of online learning technologies
- Illuminate Administrator – Oversee the usage of the Illuminate Live system by 80 online teachers.
- Manage SharePoint website to support staff collaboration
- Perform ongoing needs assessment and planning for organizational technology
- Design and implement an online course to teach students in grade eight technology skills via Illuminate Live and the Moodle LMS
- Provide support for Microsoft Office and other software applications.
- Moodle LMS Administrator
- Train teachers in the use and application of Moodle

E-Learning Trainer, Los Angeles Unified School District 2006-2008

- Train teachers in the use of the Moodle learning management system
- Conduct online synchronous meetings for teacher training via Illuminate Live
- Modify online course content to meet the needs of targeted learners

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- Conduct face to face trainings to support the use of online learning tools

Technology Coordinator, Foshay Learning Center 2002-2008

- Provide technology leadership for a school that includes over 200 staff and over 3000 students
- Facilitate the use of a computer lab of 40 networked student workstations; responsibilities included software installation, trouble shooting software and hardware issues.
- Installed and configured a Linux server to facilitate file and printer sharing
- Trained teachers in large and small groups as well as one on one consulting.
- Trained 170 staff members in the use of a web based record keeping system
- Train teachers in the use and application of wireless computing technologies
- Administer and maintain Moodle learning management system to support classroom instruction and staff professional development
- Installed and configured networked educational software on a local area network that included over 400 PCs
- Instruct students and staff in the use of various productivity software applications.
- Perform ongoing needs assessment and planning for organizational technology
- Chaired a committee that oversaw technology related spending for the entire school

Online Teacher, Los Angeles Virtual Academy 2006-2007

- Taught an online algebra course to secondary students using a blended learning approach.
- Modified online course content to meet the needs of targeted learners.
- Used Moodle to deliver course content and assess student learning

Instructional Designer, Los Angeles Unified School District 2006

- Designed digital course content for a high school math class
- Input designed content into the Moodle learning management system
- Created videos to support instruction

Teaching Assistant, California State University Los Angeles 2005

- Provided support in managing an online course
- Used WebCT to create online assessment tools.

Instructor of Mathematics, Los Angeles Unified School District 1993-2002

- Taught 7th and 8th grade students Algebra and Pre-Algebra.
- Integrated technology into classroom instruction
- Used computer software to manage student data
- Designed a website to support student learning

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Technical Skills

Productivity Software

- Dreamweaver
- Camtasia
- Authorware
- MS Office
- Fireworks
- Elluminate
- Adobe Photoshop
- Adobe Premier
- Inspiration

Learning Management Systems

- Moodle
- Blackboard
- Webct

Operating Systems

- Windows
- Linux
- Mac OS

Strengths

- Resourceful and creative in solving problems
- Able to learn new technologies quickly
- Ability to help non-technical people understand technical things

Education

- B.S. Civil Engineering – University of Southern California, May 1993
- Teaching Credential (Secondary Mathematics) – Los Angeles Unified School District - Intern Program, June 1997
- M.A. Education- New Media Design and Production – California State University Los Angeles, June 2006
- M.S. Technical Communications Management – Mercer University – In process