	EDUCATION	
MS in Information Systems Kelley School of Business	Indiana University Bloomington	2010
BA in Religious Studies/Philosophy College of Arts and Sciences	Indiana University Bloomington	2002

EMPLOYMENT

2007 - Present Kelley School of Business, Senior Lecturer (Visiting 09-11; Adjunct 07-09) *Indiana University*

K201 The Computer in Business: Responsible for teaching 18+ credit hours per academic year with class sizes up to 45 students for each lab and up to 270 students for each lecture. The course has two distinct areas:

- 1. Lab (Practical component) emphasis on the importance of relational databases, good database design with Microsoft Access and data analysis techniques and modeling using Microsoft Excel.
- 2. Lecture (Theoretical component) emphasis on strategic IT in Business and the importance of information technology aligning with the strategic goals of the business.
- 2005 2009 Office of Admissions, **Computer Programming and Network Analyst** *Indiana University*

Responsible for creating and maintaining complex relational databases in both Microsoft Access and Oracle to aid in the processing of applications, management of prospective student data and tracking campus visits. I also assisted with the development of web based systems by determining business requirements, design concepts, beta testing, training, and implementation.

2003 - 2005 Office of Admissions, Communications /Admissions Specialist *Indiana University*

First point of contact for IU faculty, staff, prospective students, and their parents inquiring about Indiana University via phone, email, and personal interviews. Assisted in the management of large events for the purposes of recruiting academically talented students to Indiana University. I also managed the Alumni Student Recruitment program establishing and maintaining relationships with Alumni all over the country and coordinated their involvement with college fairs.

INDEPENDENT PROJECTS

Excel Dashboards and Financial Models: Developed interactive dashboards and financial models used to track various metrics and to attract investors for a startup company out of Austin, TX.

Software Tutorial Videos: Developed, recorded, edited, and published hundreds of 1-3 minute video tutorials covering topics in Microsoft Word, PowerPoint, Excel, and Access for Pearson Education, Inc.

DEPARTMENTAL SERVICE

Lab Manual Publication: Lead faculty member responsible for the design, content, and publication of our course lab manual.

Innovative Course Development: Led the research, design, development, and implementation of the K201xPereience, an interactive online delivery of lecture content via Adobe Connect.

Instructor Training Videos: Developed, recorded, edited, and published videos for all K201 faculty on the basics of fiancé and financial modeling, as well as how to use PowerPivot and Power View in Excel 2013.

New Class Development: Developed materials to introduce basic financial modeling into the course and trained instructors on the concepts of present value, future value, as well as other financial concepts and functions.

Exam Development: Authored four K201 practical examinations and assisted with the authorship of several K201 lecture examinations.

Website Redesign: Redesigned the K201 Course website so that it could be easily integrated inside of Oncourse.

SharePoint Development: Developed SharePoint sites for faculty and staff in order to improve coordination and administration of the course.

Management of Graduate Assistants: Train, mentor, and manage 8-10 graduate assistants each semester. These GAs support the K201 xPerience by serving as mentors to student teams, conduct data analysis, proctor examinations, and other side projects as needed.

SCHOOL SERVICE

Liberal Arts Management Accelerator Program: As part of a partnership between the Kelley School of Business and DePauw University, I developed video tutorials, assignments, and instruction on Excel ranging from basic advanced skills.

Graduate Career Services: Improved information gathering from incoming MBA students by developing a system of fillable PDF forms that can be extracted into a database. This new system has been through several small revisions since its inception and has improved the process for incoming MBA students, as well as the faculty and staff that use and/or process the information.

Art of Business: Assisted in the development, marketing, outreach, and instruction of a three week immersive summer business academy linking liberal arts students with Kelley faculty.

ISGP and GAP: Developed spreadsheet models used track financial aid, scholarships, graduate assistantships, and more for incoming MBA and MSIS graduate students at Kelley.

UNIVERSITY SERVICE

C.L.E.A.R. (College Lifestyles Excluding Alcohol and Recreational Drugs): As a faculty sponsor I approve any funds used by the organization and serve as a mentor to the council members.

COMMUNITY SERVICE

Hoosier Social Impact Fund (HSIF): Serve as the Chief Technology Officer for the non-profit micro-financing organization. Oversee the development, design, and implementation of various technologies from website development to cloud hosting services.

P2P Community Acupuncture Website: Consult with P2PCA owner on web design and social media outreach.

Moose Lodge of Huntington, IN: Developed financial spreadsheets for managing payroll of a small staff of employees and created video tutorials for training purposes.

PUBLICATIONS

Your Office: Advanced Problem Solving Cases for Microsoft Office 2013.

Kinser, Moriarity, Nightingale, Hammerle. Pearson Prentice Hall (2014).

Topics include creating spreadsheet models to support decision making, identifying trends in data using statistical and regression analysis, and visualizing data with dashboards.

Your Office: Microsoft Excel 2013 Comprehensive. Kinser, Hammerle, Moriarity, Nightingale, and O'Keefe. Pearson Prentice Hall (2013).

Topics include applied business statistics, financial analysis and modeling, data visualizations, and creating and enhancing digital dashboards with VBA.

Your Office: Microsoft Office 2013, Volume 1. Kinser, Kinser, Lending, Moriarity, O'Keefe, Pope, and Shah. Pearson Prentice Hall (2013).

Topics include creating effective PowerPoint presentations that invoke emotion and engage the audience.

Your Office: Microsoft Excel 2010 Comprehensive, Volume 1. Kinser, Moriarity, Nightingale, O'Keefe, Stout and Wagner. Prentice Hall (2011).

Topics include creating digital dashboards in Excel and using VBA.

Your Office: Microsoft Access 2010 Comprehensive, Volume 1. Kinser, Kinser, Hammerle, Lending, Moriarity, and Nightingale. Prentice Hall Press (2011).

Topics include creating a refined user experience by automating tasks and enhancing usability with macros and VBA in an Access database application.

AWARDS AND HONORS		
2015	ALDI Distinguished Lectureship Award Indiana University	
2014	President's Award for Excellence in Teaching and Learning Technology (Nomination)	
2013	Indiana University Innovative Teaching Award (Nomination) Indiana University	
2012	Student Choice Awards for Outstanding Faculty Members (Nomination) Indiana University	

SPEAKING ENGAGEMENTS

- "Windows 8 and the New Office: New Tools, New Features, Productivity, and Entertainment" 2014 | St Louis, MO | Pearson Education Regional PHIT
- "Flipping the Classroom: Tools, Tips, and Techniques for Flipping Large Lectures" 2014 | Orlando, FL | Pearson Education Regional PHIT
- "The K201 xPerience"
 - 2013 | Bloomington, IN | Center for Innovative Teaching and Learning "Adobe Days"
- "Excel 2010 Vs. 2013: New Features and Tools that Change the Way we Teach Excel" 2013 | Online | Pearson Education Summer of Learning
- "Microsoft Office 2013: The New Office Changing the Classroom" 2013 | Tampa, FL | Pearson Education National PHIT
- "Microsoft: The New Office and Windows 8 Changing the Classroom" 2013 | Indianapolis, IN | Pearson Education Regional PHIT
- "The K201 xPerience: Increasing Student Engagement in Large Lectures" 2012 | Bloomington, IN | Center for Innovative Teaching and Learning
- "Microsoft Office 2013 Applications Changing the Classroom" 2012 | Online | Pearson Education Summer of Learning

2014 – Present Contributing member of the KSOB Undergraduate Policy Committee 2013 – Present Faculty facilitator for the KSOB's Faculty Learning Group on Flipped Classrooms 2012 – Present Contributing member of the KSOB's Academic Fairness Committee

EDUCATIONAL OUTREACH

Contributing member of the Technology Policy Committee

2012 ADIA Pre-Internship Workshop Abu Dhabi, UAE

2011 – Present

Taught financial analysis and modeling using Excel to ADIA scholarship recipients during a 5 day intensive workshop

TECHNICAL SKILLS

Software: MS Project, Visio, Publisher, Solver, SAS, @Risk, Adobe Acrobat X, Adobe

Captivate, Camtasia Studio

Database/DBMS: Oracle, MySQL, PostgreSQL

Programming: SQL, VBA, XHTML, HTML 5, PHP, Perl, XML, CSS, Java