Masters in Library and Information Science, San Jose State University 12-2013

Tech-Savvy Librarian: technically skilled with an accounting career that spans over 11 years; experience in designing tutorials and teaching with a computer for library users; ability to troubleshoot technical issues; and comfortable with public service and presentation.

Profile

- Ability to meet project deadlines.
- Video Tutorials and Screencasts
- Library Promos / Blogs / Booklists
- Cataloging
- Bibliographies & LibGuides
- Reference Service
- Adobe Creative Suite
- Follett Destiny Proficient

Trade tools

Adobe Creative Suite Design & Web Software: Photoshop, Illustrator, Dreamweaver, Flash, Fireworks, InDesign, Acrobat.

Indexing Project

The project was to take a portion of a website and index the ideas from that site; a web based A-Z index was created as a result. The challenge was in indexing the actual ideas of an index and not something mentioned in passing. This was an exercise in organization as well as design development.

Collection Management Presentation

The challenge was to create a website displaying the details of an online collection and presenting it in a web format that demonstrated the use of the collection's catalog and images. Features included internal links and photos from the collection.

Fieldwork

Electronic Service Librarian

Create/edit staff guides; utilized taxonomy for creating booklists; Summer Reading Program (Children, Tweens, Adults); Blogs, Library Promos, Pintrest Pins; Video tutorials & screencasts on library media on-line applications and e-book check out.

Library Media Tech

Check in/out textbooks & library circulation books; general book maintenance and repair; yearly inventory; textbook registration; pull books on request; story time (elementary), instruct on proper book maintenance and library behavior, assist and teach computer use; web maintenance; and incoming textbook and library circulation processing; K-12.

Public Library Volunteer

Over 3 years of voluntary service in general book maintenance, shelving, and reference service.

Accounting

13 years of accounting work in reconciliation, cash management, record/inventory maintenance, and archiving. Trained staff.

Web Design / Webmaster

Consultant for designing and developing websites; also developed and designed professional websites and provided ongoing web maintenance to bios and content using Word Press, Photoshop, and Dreamweaver.

Web Projects



K-8 Earth Science Bibliography Project

A bibliography aimed at K-8 libraries that are interested in developing their science, nonfiction collection for science discovery about space and the universe. Resources in the collection were based on recommendations based on common core standards and from science educators and authors, award winning nonfiction books, respected reviewers for children's literature, and the National Science Teachers Association.

Physics LibGuide

A guide created for readers and researchers of theoretical physics. Features include open access subscription journals and databases, Physics affiliated organizations, web links and reading reference materials (print and digital).

Library Promos







