

JOAN KANE

PROFILE

Professional educator with a unique skill set including professional development experience, e-learning design, business management, and computer software skills. Expert in presenting technical information to all levels of students from entry-level to advanced. Accomplished at developing innovative high-quality user documents, including user guides, student manuals, train-the-trainer materials and student files. Proficient in all areas of e-learning design, development and management. Excellent verbal and written communication skills. Enthusiastic team player.

WORK EXPERIENCE

Chicago Public Schools, Chicago, IL

2003-Present

Large urban school system with widely diversified student needs.

Business and Technology Teacher, Whitney M. Young Magnet High School

Provide business and computer education classes to high school students and Academy 7th and 8th grade students; facilitate the integration of technology into the course curriculum; work with local businesses and universities to develop programs that provide students with real-world experience.

- Met the requirements to become a National Board Certified Teacher from the National Board of Professional Teaching Standards in 2006.
- Awarded a Te@ch grant by Best Buy of \$2,500.00 for a social studies project in which students will interview veterans of the Vietnam War and create a documentary that highlighted the veterans' contribution to the community and to the ideal of freedom.
- Certified as an Intel Teach to the Future Master Teacher in August 2003 and provided Intel training for over fifty other educators.
- Selected as an Illinois Virtual High School (IVHS) instructor for Web Page Design class, an eMentor for Chicago Public Schools eLearning program, and participant in Tech 2005.
- Designed technology unit activities that engaged students in collaboratively sharing experiences, skills and ideas to create their own learning environments.
- Developed curriculum surrounding Microsoft Office products to target middle school students educational needs and meet Illinois Learning Standards and National Educational Technology Standards.

Click2Learn, Inc. (now SumTotal Systems), Bellevue, WA/Chicago, IL

1993 - 2002

Developer of e-learning solutions enabling customers to create, distribute and manage learning applications.

Director of Training Services (1996 to 2002)

Manager of Training Services (1993 to 1996)

Provided instructor-led training classes on Click2learn products to over 1000 Click2learn customers annually, met corporate revenue and profitability goals while growing the training business, developed student materials used in training classes, created new revenue streams for training department.

- Wrote course materials for over a dozen courses with topics ranging from content creation and authoring to learning management systems (LMS). These courses were designed for end-users, administrators, and programmers of Click2learn authoring and LMS products.
- Taught software classes for Click2learn customers and consistently received excellent to superior reviews from students.
- Delivered beta or prototype classes to test effectiveness of new courseware.
- Modified ToolBook courseware and deliverables to pilot distance learning delivery.

- Maintained high level of instructional quality in training classes, as measured by student evaluations. Classes were consistently rated as “best software class attended” or “better than most software classes attended.”
- Streamlined the courseware development process by creating reusable modules.
- Developed network of contractors to deliver Click2learn training courses. This network significantly reduced fixed costs of training department operating budget.
- Established the Authorized Training Center (ATC) program for indirect delivery of training on Click2learn products in 1994 that accounted for 15% of training department revenue within 3 years.
- Consistently met corporate revenue and profitability goals ranging from 40% to 60% margin for seven consecutive years.
- Simplified student registration process by creating online applications on the Click2learn Web site for student use.

Frame Technology Corp. (acquired by Adobe Systems Inc.), Chicago, IL 1993

Global provider of technology used to develop, deploy and integrate software applications.

Sales Engineer

Provided pre-sales support on Frame products, including FrameMaker and FrameMaker SGML, serviced existing customers.

- Helped launch Windows version of the flagship product.
- Assisted leading companies, such as Motorola and John Deere, on Standard Generalized Markup Language (SGML) implementation.

Ashton-Tate Corp. (acquired by Borland Software Corp.), Chicago, IL 1985-1993

Global provider of database and programming software tools.

Sales Engineer, Training Manager, Senior Training Specialist

Provided pre-sales support on Ashton-Tate and Borland products, including databases, word processing products and programming languages, delivered instructor-led training on software products for customers, managed profit center training organization.

- Selected as part of the evangelism team for first version of SQL Server (originally a joint effort of Sybase, Ashton-Tate and Microsoft).
- Developed strategic partnerships with major account customers, such as First Chicago, Cargill, Ford Motor Company, Chrysler and Motorola.
- Sold, developed and delivered courseware for Ashton-Tate products and, in 1986, sold 60% of national training revenue target.
- Trained customers on database, spreadsheet, word processing and presentation software.
- Recognized as Trainer of the Year in 1986 and Sales Engineer of the Year in 1988.

Texas Instruments Incorporated, Chicago, IL 1983-1985

Global semiconductor and technology company.

Trainer, Marketing Support Representative

Instructed adults and children on computer software, developed courseware for the Texas Instruments Learning Center, demonstrated use of the TI 99/4A computer at trade shows and authorized retailers.

- Piloted the TI Computer Camp program that instructed children aged 7-12 on the LOGO computer language.
- Created marketing programs to sell seats in open enrollment classes.

Chicago Board of Education, Chicago, IL 1976-1983

Large urban school system with widely diversified student needs.

Special Education Teacher

Taught junior high special education students and at the Cook County Juvenile Temporary Detention Center, created and administered Individual Education Plans (IEPs), adapted curricula to meet student’s special needs.

- Wrote Title III grant for program to accelerate reading skill acquisition.
- Created “Introduction to Computers” course to increase awareness of computer education and provided in-services on computer education for district teachers.

EDUCATION

Northern Illinois University, DeKalb, IL <i>ABD Status for an Ed. D in Instructional Technology</i> <i>Graduation Target: June 2007</i>	2007
Kellogg Graduate School of Management, Evanston, IL Northwestern University <i>Master of Business Administration</i>	1984
Northern Illinois University, DeKalb, IL <i>Bachelor of Science in Special Education</i>	1976

PUBLICATIONS

- Kane, Joan & Obukowicz, Dennis. (1997, 1999). *Introduction to ToolBook Assistant*. Click2Learn Publication:Bellevue, WA.
- Kane, Joan, Kotz, Karen, & Wolf, Bert. (1995, 1997, 2001). *ToolBook Application Development*. Click2Learn Publication:Bellevue, WA.
- Kane, Joan, Kotz, Karen, & Wolf, Bert. (1995, 1997, 2001). *ToolBook Instructor for e-Learning Developers*. Click2Learn Publication:Bellevue, WA.
- Hall, Tom, Hall, John, Kane, Joan & Martel, Jocelyn. (2001). *ToolBook Actions Editor*. Click2Learn Publication:Bellevue, WA.

PRESENTATIONS

- Adding Google Earth and Google Map to Your Curriculum*. Illinois Technology Conference for Educators. St. Charles, IL, March 2, 2007.
- Chicago Bungalows: Using WebQuests to Explore Your Neighborhood*. Illinois Education & Technology Conference, Springfield, IL, November 16, 2006.
- Helping the Online Student Be Successful*. North American Council for Online Learning Regional Professional Development Symposium, Chicago, IL, April 7, 2006.
- Creating the Webmasters of the Future*. Illinois Technology Conference for Educators sponsored by Illinois Computing Educators, St Charles, IL, March 2, 2006.
- Actions Editor Primer*. ToolBook Conference. Colorado Springs, CO, June 2002.
- ToolBook Assistant Tips and Tricks*. ToolBook Conference. Colorado Springs, CO, July 2001.
- Leveraging Your ToolBook Investment*. ToolBook Conference. Colorado Springs, CO, June 2000.
- OpenScript Programming Primer*. ToolBook Conference. Colorado Springs, CO, August, 1999.
- Making Multimedia Work Online*. Online Learning '99. Los Angeles, CA, October, 1999.
- Tips and Tricks for ToolBook Assistant*. Online Learning '98. Anaheim, CA, October, 1998.
- The Basics of Interactivity*. Online Learning '97. Seattle, WA, September, 1997.
- Developing Learning Applications for the Web*. ToolBook European Users Conference. University of Wolverhampton, Wolverhampton, England, October, 1996.

Adding Multimedia to Applications. ToolBook European Users Conference. University of Bristol, Bristol, England, September, 1995.

What's New in ToolBook 3.0. Asymetrix World Developers Conference, Seattle, WA., August, 1994.

SPECIALIZED TRAINING

Authoring languages (ToolBook Instructor and Assistant), Macromedia Dreamweaver and Flash, Microsoft Word, Inspiration, Microsoft Excel, Microsoft PowerPoint, Abode Framemaker, graphic editors (Paint Shop Pro), video editors (Digital Video Producer), Web design tools, e-learning design.

ILLINOS STATE TEACHING CREDENTIALS

Certificate Standard Elementary Teaching (Type 03)

Endorsements: Business, Marketing and Management (Middle School), Computer Applications (Middle School), Learning Behavior Specialist I (Preschool to 9th), Mental Retardation (Preschool to 9th), Self Contained General Education Kindergarten - Grade 9.

Certificate Standard Secondary Teaching (Type 09)

Endorsements: Basic Business (Senior HS), Business (Senior HS), Marketing and Computer Education (Senior HS), Computer Applications (Senior HS), Economics (Senior HS), Learning Behavior Specialist I (6th Grade to Age 21), Mental Retardation (6th Grade to Age 21), Technology Specialist (Middle School), Technology Specialist (Senior HS).