

Michele Alfieri , M.S. Ed

Formal Education

MS, Education, Instructional Design for Online Learning Capella University, Minneapolis, MN	2009
MS, Education, Educational Technology Boise State University, Boise, ID	2007
BS, Business Administration, Information Systems DeVry University, Phoenix, AZ	2002

Educational Training and Certifications

Arizona Elementary Teaching Certificate, Grades 1-8	2010 – Present
Graduate Certificate, Online Teaching Boise State University	2007

Teaching Experience

Boise State University Adjunct Faculty, Boise, ID	August 2016 – Present
---	-----------------------

Course Taught:

EDTECH202 Teaching and Learning in a Digital Age (online)
Standards, skills and strategies for integrating technology tools in the classroom and digital environments to support student engagement, creativity, digital citizenship and digital age learning experiences.

Painted Rock Academy Technology Teacher 3-8 Grade, Phoenix, AZ	August 2012 – Present
--	-----------------------

Curriculum developer and teacher for technology class, grades 3-8. Responsible for first level technical support for entire school.

Courses and Topics Taught:

Topics covered include Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Publisher, Microsoft Access, Web Design with HTML and CSS, Graphic Design using Paint and GIMP, Video Game Programming using Scratch Animation, Kodu, Finch Robot programming and Makey Makey boards.

Axia College
Adjunct Faculty, Phoenix, AZ

December 2008 – May 2016

Courses Taught:

IT236 Introduction to Web Design (online)

This course introduces effective web design principles and the essential role of the web designer in today's business environment. Topics covered include site architecture, page layout, navigation, content, functionality, and usability. Students will evaluate existing websites and apply best practices to prototype a unique design using a web authoring application.

IT205 Management of Information Systems (online)

This course introduces students to Management Information Systems. Students will examine how Management Information Systems are used to optimize business success. This course focuses on the application of business systems to improve management decision making and operational excellence.

Anthem College
Faculty, Phoenix, AZ

July 2007 – August 2014

Courses Taught:

MO102 Computer Skills in the Medical Office (online)

This course introduces the student to various effective communication skills used in the healthcare setting. The student will develop written business communication skills using a variety of Microsoft office applications. Along with a portfolio of written documents for the healthcare setting, students will create a resume and carry out activities in career development.

CIS101 Computer Applications (online and face to face)

This course is designed to help students become effective and successful learners in a college environment. Students learn to identify and apply effective learning strategies and to manage their student life along with other responsibilities. They are exposed to the use of computer technology for locating relevant information and generating coursework documents.

BM150 Fundamentals of Business (online)

This course will expose the student to the legal environment in which business is conducted, including examples of business industries, legal forms of business, stakeholders of a business, and the impact of the legal environment upon a business. Students will also be introduced to risk factors that impact a business and the role of corporate governance in business.

BM259 Business Communications (online)

This course introduces the student to effective methods of business communications. Students will acquire the skills necessary to use Microsoft Word, Microsoft PowerPoint, Microsoft Excel and Microsoft Outlook to create typical business documents. Students will be exposed to methods used in conducting technical research and proper formatting of written communications.

MTH101 Business Math (online)

This course provides the student with an overview of business math concepts: decimals, fractions, and percentages. Other math concepts explored are: bank records, payroll, discounts, pricing, inventory management, interest, consumer credit, and investments.

MTH 220 College Algebra (online and face to face)

This course introduces the student to college level algebra. Students explore the major concepts of algebra including polynomials, quadratic equations, linear equations and functions.

MTH095 Fundamentals of Math (online and face to face)

In this course students learn the fundamental mathematical concepts and skills and get prepared to succeed in a college level algebra course. Designed for incoming students who are identified through a placement test to lack adequate mathematical skills, this course helps students transition into college-level academic work. This course is taken via online delivery.

Finite Math (online)

Students will discuss, and cover mathematical problems that include operations of algebraic expressions and equations, measurement, graphs and linear equations, factoring, quadratic equations and problem solving.

PD102 Career Success (online and face to face)

This course is designed to help students become effective and successful learners in a college environment. Students learn to identify and apply effective learning strategies and to manage their student life along with other responsibilities. They are exposed to the use of computer technology for locating relevant information and generating coursework documents.

Boise State University
Adjunct Faculty, Boise, ID

July 2007 – June 2013

Courses Taught:

EDTECH202 Teaching and Learning in a Digital Age (online and face to face)

Standards, skills and strategies for integrating technology tools in the classroom and digital environments to support student engagement, creativity, digital citizenship and digital age learning experiences.

EDTECH332 Integrating Internet Resources into the Curriculum (online)

Internet research, storyboarding, and designing web pages to produce educational materials for classroom uses.

EDTECH501 Introduction to Educational Technology (Graduate Level) (online)

Standards, skills and strategies for integrating technology tools in the classroom and digital environments to support student engagement, creativity, digital citizenship and digital age learning experiences.

Kaplan University
Adjunct Faculty, Chicago, IL

July 2007 – May 2011

Courses Taught:

CS115 Academic Strategies (online)

This course is designed to facilitate personal and professional success as it introduces students to the purposes and processes of university education. An emphasis is placed on study, communication, and thinking skills that support academic achievement. Students also examine the relationship between learning and motivation.

CS210 Career Strategies (online)

This course introduces the student to the life-long process of career development. Emphasis is placed on exploring possible professions and making sound career choices. Self-assessment activities will enable the students to identify their current qualifications and preferences for a profession and set goals to fill gaps that may exist. Students will prepare a portfolio that contains job-search documents used to research companies, apply for jobs that match their qualifications, and track their progress toward educational and career goals.

Galen College of Nursing
Adjunct Faculty, Louisville, KY

February 2009 – October 2009

Course Taught:

CSC102 Computer Use for Health Professionals (online)

This course covers basic computer skills used in medical offices including word processing, spreadsheets, and presentation software applications.

ITT Technical Institute
Adjunct Faculty, Phoenix, AZ

August 2008 – March 2009

Course Taught:

TB133 Strategies for the Technical Professional (face to face)

The course reviews characteristics and trends of the global information society including basic information processing, Internet research, other skills used by the technical professional and techniques that can be used for independent technical learning.

Professional Positions in Education

Boise State University
Blackboard Support & Web Designer, Boise, ID

August 2005 – May 2007

Managed faculty course sites in the Blackboard system. Loaded new courses into Blackboard and maintained faculty usernames and passwords.

Created and updated web pages for College of Engineering and Geosciences department. Edited and resized graphics for web. Coordinated with departments to gather content for site.

Created brochure for engineering conference utilizing Microsoft Publisher.

Professional Experience

United Heritage
Web Developer, Meridian, ID

August 2006 – January 2007

Created software tutorials and marketing CD's using Camtasia and PowerPoint.

Maintained and re-design web pages for intranet and extranet using HTML, CSS, and Flash.

Created animated web banners using Swish software.

Jennifer Loomis & Associates
Software Trainer & Systems Analyst, Phoenix, AZ

January 2000 – 2003

Trained users on functionality of software.

Developed and maintained accurate training and technology documentation.

Ran reports using M code.

Created technical documentation.

Created MS Excel training class and presented material to users.

Designed and created database programs in Access with SQL.

Defined user requirements and recommended software solutions.

Instructional Design Projects

University of Phoenix

2015 - 2016

Acted as subject matter expert and provided content for redesigning of IT courses.
Created objectives and activities for courses.

Making Money Online as a Freelancer, Udemmy Course

2013

Course developed to help others explore online freelancing to earn income.
Course includes exploring freelancing sites, discovering skills, creating a winning profile, and building a strong portfolio.

Insights for Life

2012

Developed online course, *The Dragonfly Effect* for local life coaching business.
Created objectives, lessons, and activities. Course is now utilized in an online and hybrid format.

Second Life Tutorial

2010

Designed tutorial for new users of *Second Life*. Created objectives, lessons, and activities. Course was designed to be presented in face to face class.

Idaho Digital Learning Academy (IDLA)

2009

Created an online course for IDLA teachers, *IDLA: Online Course Design*.
Created objectives, lessons, and activities that aligned to course goals.

Anthem College

2009

Redesigned online Algebra course, MTH220 *College Algebra*.
Acted as subject matter expert and provided all content for redesign.
Created objectives, storyboards, activities, and assessments.

College Algebra Review

2009

Created a four week online College Algebra review. Created objectives, storyboards, activities, and assessments. Used as a design sample in Capella University's instructional design courses.

Landmarks of Europe

2007

Created 15-week online course for 7th & 8th grades named *Landmarks of Europe as part of final project for graduate degree*. Created objectives, activities, and researched content for course. Has been used as a sample for Boise State University's Educational Technology program.

How To Create Menus in Dreamweaver

2006

Created online lesson on how to create menus Dreamweaver. Provided course objectives and activities. Designed all graphics needed for activities.

Introduction to Fireworks

2006

Created online tutorial on how to use the graphics program Fireworks. Provided course objectives and activities.

Community Service and Leadership

Leader

2015 – current

Lead Advisor for National Junior Honor Society, Grades 6-8

Founder & Leader

2015 – current

Chess Club

Member

2014 – 2015

Teacher Committee for National Junior Honor Society, Grades 7-8

Committee Service

Curriculum Evaluator, Anthem College

2009-2014

Textbook evaluation committee for EDTECH 202, Boise State University

2009

Presentations & Publications

Alfieri, M. (2016, March). Online Tools for Teachers. Painted Rock Academy Professional Development.

Alfieri, M. (2016, March). Excel for Teachers. Painted Rock Academy Professional Development.

Alfieri, M. (2015, May). Scratch Animation Programming for Newbies. 4T Virtual Conference.

Alfieri, M. (2012, May). Teaching Math Online: Tools To Enhance Instruction. 4T Virtual Conference, presented online through Michigan University.

Alfieri, M. & Tutty, J. (2009). Teacher Technology Literacy: Effects of Alternative Delivery Modes. i-manager's Journal on School Educational Technology, 4(3), 50-55.

Alfieri, M. (2008, May). How to Create an Online Lesson Using Google Page Creator. Workshop held at Arizona Technology in Education Alliance (AzTEA) Conference, Phoenix, AZ.

Alfieri, M. & Tutty, J. (2008). Preparing Teachers to use Technology: Effects of Training Experience on Confidence and Knowledge. i-manager's Journal on School Educational Technology, 3(4), 85-93.

Conferences Attended

4T Virtual Conference

Conference is hosted by the School of Education from Michigan State University. Presentations are geared towards educators and how to integrate technology into their curriculum. May 2011 - 2016.

TCC Online Conference

Conference is hosted by the School of Education from the University of Hawaii. The focus of this conference is for anyone in higher education that uses technology for teaching and learning. September 2011 and 2012.