

# FRANCES ROBINSON

Atlanta, GA, USA

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## INSTRUCTIONAL DESIGNER

Curriculum Design and Development | Storyboarding | Agile

Collaborative Instructional Designer with expertise designing, developing, and delivering quality, on-deadline products that align with identified learning objectives. Facilitates continuous improvement across all stages of product development. Servant-leader adept at moving fluidly between roles, taking the lead when necessary and seamlessly following a colleague's leadership. Learning Design and Technology (IDD), M.Ed.

Storyboarding | Research and Analysis | Adult Learning Pedagogy | Curriculum Development  
Curriculum Design | Light Web Development | Graphic Design | Research Analysis  
Articulate 360 | Storyline | Animation Software | Vyond | Final Cut Pro | Microsoft Office | Angular  
Visual Studios: C# and .Net | JIRA | Github | SCORM | 508 Compliance | HTML-Based Applications

## PROFESSIONAL EXPERIENCE

CONVERGING SOLUTIONS, Atlanta, GA

### **Remote Instructional Design Contractor** (2019-2020)

Design and develop asynchronous training assets to support face-to-face, hybrid, and online courses.

- Working closely with SMEs to ensure expectations are met
- Assess learner and training needs to develop training strategies based on adult learning pedagogy
- Storyboarding, designing, and developing course content for a wide range of learning requirements, based on the needs analysis information
- Collaborate and communicate with team members and stakeholders to ensure all components of eLearning modules meet expectations and deadlines
- Assisting stakeholders in developing concise learning objectives regarding complicated processes by contributing expertise and innovative approaches to learning methodologies and instructional technology
- Committed to self-learn new software and new tech tools
- Review and perform changes on course materials based on learning and graphic design best practices
- Redesign course content to meet the criteria of learning management systems
- Managing tasks through project management platforms

RESEARCH SOLUTIONS, GEORGIA STATE UNIVERSITY, Atlanta, GA

### **Front End Web Developer** (2016-2017)

Identify and understand the needs of clients in order to design effective web solutions for the continually growing research portal. Collaborate with the solutions architect to identify best practices to design the client facing application in conjunction with the existing database.

- Effectively communicate with vendors and consultants to ensure that projects are delivered on time

- Meet with clients and stakeholders to identify the proposed scope, timeline, and quality assurance for potential projects
- Serve as a resource to the team by contributing user experience analysis and analyzing what features of the developed online portal may need additional training
- Confidently engage with stakeholders at all levels to define learner needs, goals, and expectations, collaborate on projects, and communicate results
- Committed to self-learn new software and programming languages

KAWANISHI PUBLIC SCHOOLS, Kawanishi, Hyogo, Japan

### **English Teacher in Japan** (2018-2019)

Develop relevant, rigorous, and engaging curriculum that is directly applicable to students. Provide instructional support and guidance for English teachers in elementary and middle schools.

- Design, develop, and deliver English curriculum across multiple grade levels and schools
- Provide multiple learning opportunities to ensure engagement for all learner types
- Provide expertise based on educational practices in assessment planning, mapping, rubrics, and evaluation
- Translate learning standards provided by the Ministry of Education of Japan into English for native English speaking colleagues
- Assist in the development and implementation of city-wide training regarding foreign language instruction

CHARLES R. DREW CHARTER SCHOOL, Atlanta, GA

### **Lead Teacher** (2012-2014, 2015-2016)

Design, develop, and implement rigorous project-based-learning curriculum. Collaborate with the grade level team to ensure a unified experience for students across the grade-level. Actively participate in school initiatives to enhance learning outcomes amongst students

- Cultivate close, collaborative, and professional working relationships with students, parents, and colleagues while providing expert instruction and leadership
- Closely monitor and facilitate the implementation of PBL units in conjunction with nation- and statewide standards
- Continuously review learner progress with students and parents
- Analyze and update curriculum design based on best practices

## EDUCATION

### **Learning Design and Technology (IDD), M.Ed.**

University of Georgia  
Athens, Georgia 2018

### **Early Childhood Education, B.S.Ed.**

Georgia State University  
Atlanta, Georgia 2009