Randa Mikati

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Objective

Seeking a part time teaching/consulting position related to educational technology at a reputable higher education institution

Education

- **M. A. in Educational Technology**, University of Balamand, Lebanon, June 2013
  - ✓ Developed many educational websites (e.g. a website for a elementary class), flash applications (e.g. a math application to teach area and perimeter), wiki (e.g. a wiki to teach an online university course), educational CD (to teach a grade 9 biology lesson)
  - ✓ **Master project**: transformed an Arabic paper story into an electronic interactive story followed by 7 interactive activities according to Reader Response Theory. The application was developed in Adobe Flash and published for iPad.
- **B. Sc.** (Honorus) in **Computer Science**, McMaster University, Canada, June 2001

Teaching Experience

- **Lecturer at AZM University**, Tripoli, October 2016 – now:
  Teach ICDL courses
- **Lecturer at IPNET** (Institut Pedagogique National d'Enseignement Technique), Tripoli, Feb 2016 – now:
  Teach and supervise TICE and video projects for LT education students
- **Lecturer** at **University of Tripoli**, Tripoli, Oct 2014 – now:
  Teach ICT, Educational Technology, and Educational systems for BA education and teaching diploma students
- **Trainer/Lecturer** at **Jinan University**, Tripoli, Feb 2014 – now:
  Teach Educational Technology course for BA education students.
  Train teachers on the use of technology in education.
- **Trainer/Teacher** at **AZM Institute**, Tripoli, 2013 – now:
  - ○ Teach Educational Technology courses for BT1 – BT3 and Learning Techniques for BT3 pre-school education students
  - ○ Teach Web Development, Programming, Communication and MS Office for BT students according to the Lebanese curriculum and the British curriculum Pearson Edexcel
  - ○ Conduct MOS (Microsoft Office Specialist) training in MS Word, MS PowerPoint and MS Excel
  - ○ Chaired the Continuous and Improvement Team (2015-2017) that is responsible for the continuous improvement of the Institute, which is now a Pearson assured organization
  - ○ Run IT club for IT students and supervised a project that participated in the national Science Competition April 2016

- **Lecturer** at **LIU** **(Lebanese International University)**, Tripoli, October 2008 - May 2010
  - ✓ Taught Advanced Java Programming and Data Structure courses

Professional Experience
- **Quality assurance coordinator** (part-time) at University of Tripoli, February 2017 – now
  Duties include writing policies and procedures, arranging training for professors and staff, following up on the implementation to satisfy the requirements of the quality standards and guidelines as per the Association of Universities in Lebanon
- **E-learning consultant** at University of Tripoli, December 2016 – now
  Provide guidelines and direction for University of Tripoli staff to offer a one-year diploma completely online using Moodle and other online tools.
- **Educational consultant** at **AZM School**, Tripoli, January 2012 – June 2012
  - ✓ STA (Student Testing Automation) project: participated in the development for a complete automated testing package for main subjects for Grade 4/ EB4 using Moodle.
- **Web developer** at **Mobinets,** Tripoli, October 2007 – March 2008
  - ✓ Technologies used: JSP, Java, J2EE/service-oriented architecture and Struts
- **Web master** at **AEHMS, Canada**, April 2005 – 2012
  - ✓ Responsible for designing, implementing and updating their website.

Professional Training
- **Google Apps for Education Summit**, by EdTech Team, Nov 2017
- **Quality Assurance workshops,** Ministry of Higher Education, Feb and May 2017
- **Microsoft Office Specialist in MS Word, MS PowerPoint and MS Excel**
- **Certified ICDL trainer**, September 2015
- **Public Speaking workshop**, at AZM institute, April 2016
- **Protect Ed cycle 4 Training,** at AZM institute, Kidproof Association, October 2015
- **Photoshop** course, at AZM institute, March 2015
- **Training of Trainers (TOT),** HDC, AZM educational campus, December 2013
- **Azm 2nd Educational Conference, Modernity in Teaching,** April 2013, presented my Master project during Dr. Megan Khairallah's talk about Reader Response Theory
- **Writing Stories with Children** workshop, by Dr. Najla Bashour at AUB, October 2012
- **دورة المشرف المعتمد لمنهاج تفكر مع أنوس**, تشرين الثاني 2010, حضرت 30 ساعة تريبية لتعليم و الاشراف على منهاج تفكر مع أنوس

Computer/Software Skills
- Google apps (Classroom, Mail, Drive, Calendar, …), MS Office 2010-2016
- Moodle Learning Management System (LMS)
- **Abode Software**: Photoshop, Illustrator, Flash and Dreamweaver.

Soft Skills
Enthusiastic, good communicator, quick learner, team player, dedicated

Languages
- Fluent in Arabic and English
- Good in French

References
Available upon request