Melinda Swigart, PhD, MBA

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PROFILE

Creative Instructional Designer with over 10 years of experience in developing eLearning courses. I specialize in explaining complex concepts and processes in easy-to-understand terms. I am passionate about engaging learners and using learning theory to design interactive and adaptive learning experiences.

PROFESSIONAL EXPERIENCE

Instructional Designer
AllenComm (contract through TrainingFolks)   2022 – 2023

I worked with an international team of instructional designers, graphic designers, and program managers to design a unique immersive learning experience for employees of a Fortune 500 company in the Airline industry.
- Developed 13 hours of instructor-led training affecting over 90,000 employees
- Met deadlines 100% of the time working under very tight deadlines
- Wrote and developed 9 learning modules scripting facilitator PowerPoints and notes
- Worked with the art department to develop 30 graphic cards to use in training

Course Developer
Columbia Southern University, Orange Beach, AL   2019 - Present

In this role, I collaborated with stakeholders and subject matter experts to analyze and design an international finance course. I researched learning tools and solutions to provide a rich learning experience for adult learners. Assessments created included a real-world investing game project.
- Increased learner success rate by 25%
- 100% of students indicated investing game project assessment provided deep, meaningful learning
- Reduced course drop rate by 18%
- 100% of learners surveyed post-course indicated an overall outstanding learning experience

Instructional Designer | Course Lead | Adjunct Professor
Bay Path University, Longmeadow, MA   2014 - Present

I designed curriculum and developed eight courses for the University's online accounting program. Once developed, I implemented the external software lab component of the courses and managed the online accounting faculty members. I developed learner guides to aid in registration and navigation of the external software component of the course. I also developed facilitator guides for using data metrics provided by the software to help improve the learner experience.
- Designed personalized interactive adaptive learning experiences for 200+ learners
- Managed external software with zero downtime
- Provide software support as needed to learners and a team of 8 faculty
- Reduced course material cost for learners by $200 per class

Course Developer | Course Lead | Adjunct Professor
Embry Riddle Aeronautical University, Daytona Beach, FL   2009 - Present

In this position, I was lead developer of 5 accounting and finance courses. I created instructional design documents for the courses in collaboration with other members of the instructional design team. I eliminated outdated assessment methods and updated the courses to include an award-winning software lab that provided interactive practice using real-world scenarios. I created learning aids to train faculty members on how to best use the software lab to guide student learning.
- Designed customized eLearning for over 1,000 learners
- Completed course development on schedule 100% of the time
- Implemented external accounting lab that resulted in 100% increase in learner engagement
- Post course survey 85% of learners indicated a more in-depth understanding of the course material

EDUCATION

Certificate in Articulate Storyline and Genially
IDOL courses Academy, Flowery Branch, Georgia

Certified in Applying the Quality Matters Rubric
Quality Matters, Online

PhD in Organization and Management, Management Education
Capella University, Minneapolis, Minnesota

Post Master's Certificate in Online Learning
Capella University, Minneapolis, Minnesota

MBA Accounting and Finance
Baker College Center for Graduate Studies, Flint, Michigan

SKILLS

eLearning	Data-Driven Learning Design	Instructional Development
Script Writing	Curriculum Development	Graphic Design
International collaboration	Screen Recording	Micro-Learning
Video Editing	Communication	Research
LMS Management	Project Management	Simulations
ADDIE	Organizational Management	Job Aids

TECHNOLOGY

Articulate Storyline	Genially	Animation
Adobe Creative Suite	Canva	Camtasia
Articulate Rise 360	Adobe Connect	7Taps
Vyond	Adobe Captivate	Asana
Microsoft Office	Microsoft Teams	Trello