

# Stephen Calhoun – Online Training Developer

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## Interests

I'm seeking opportunities in the fields of eLearning, instructional design, and online training. I prefer remote work when possible with occasional onsite travel if necessary.

## Skills

**Skills:** eLearning, Instructional Design, Technical Writing, Mobile Training, LMS Administration  
**Software:** Articulate (Storyline, Studio), Adobe (Captivate, Flash, Photoshop, InDesign, Presenter), Camtasia, Lectora, SAP Workforce Performance Builder, CodeBaby, VideoScribe

## Portfolios

**Personal:** <http://www.sbstraining.org/portfolio.html>  
**LinkedIn:** <http://tinyurl.com/CalhounLinkedIn>

## Education

Malone University	May 2007
Bachelor of Arts: English	Minor: Communication Arts / Journalism
GPA: 3.92	Summa Cum Laude, Honors Graduate

## Work Experience

### Instructional Designer and eLearning Developer - Consultant

January 2010 – Present



Work with multiple clients simultaneously to develop online training courses from design to development to deployment.



- Worked with subject matter experts to create a storyboard on best practices for shelf category management.
- Created an online training course based off of the storyboard that utilizes Flash, assessment questions, drag and drop scenarios, case studies, and custom graphics.



- Assessed and updated their Clinician Educator Training Program.
- Worked with multiple clinician teams creating online training courses, webinars, videos, job aids, and other tools to make their processes simpler.



- Primary online training developer for this start-up company.
- Provided a list of learning management systems they could use and then led the implementation as their LMS administrator.
- Took existing training documentation, which was mostly instructor-led, and converted to online and mobile training.



- Installed SAP Workforce Performance Builder Manager, Producer, and Instant Producer within their network infrastructure
- Conducted two separate weeks of training sessions for content developers and IT managers on how to use and create training materials within SAP WPB.

Other clients include:



## Past Full Time Experience

### Multimedia Innovations Designer – Teksoft Ventures

May 2011 – May 2015



- Worked daily with Adobe software (Captivate, Flash, Photoshop, Flash), Articulate product suite (Storyline, Presenter, Engage, Quizmaker), and Lectora to develop training courses.
- Gained and used expert level knowledge in SAP Workforce Performance Builder (Manager, Producer, Instant Producer, and Navigator).
- Worked with clients to assess and implement their eLearning, and mobile training goals.
- Worked remotely with clients while creating and delivering training; occasional onsite travel.
- Clients included: Broadcom, UPS, Colgate, Children's Place, McKesson, Gojo, and others.

### Technical Writer / eLearning Developer – Radcom Inc.

August 2010 – April 2011



- Developed training and documentation using Flash, Articulate, Captivate, Framemaker, and other multimedia platforms.
- Maintained, updated, and improved Radcom's online presence including their website, Twitter, Facebook, and LinkedIn accounts.
- Clients included Swagelok, Rockwell Automation, Cuyahoga Community College, and others.

### Communication Specialist – Diebold, Inc.

January 2010 – July 2010



- Developed a communication plan announcing Diebold's new global sales process.
- Wrote a video script to be read by a vice president then distributed over Diebold's intranet as part of the announcement plan.

### Instructional Designer – Premier Election Solutions

May 2007 – December 2009



- Part of a group responsible for training clients how to operate voting machines and software.
- Developed numerous training manuals, quick reference guides, computer based training, training videos, and other forms of media to assist our customers.