

Daniel Uress
Resume Supplement



Hello,

My name is Dan Uress and I am a senior at the Indiana University Kelley School of Business, majoring in Management and Entrepreneurship. I would like to take a moment to formally introduce myself and supply you with a copy of my Resume Supplement so that you may learn more about the skills and qualifications I will bring if employed by your company.

As a student of the Kelley School of Business, I am enrolled in the #4 nationally ranked Management program and #11 nationally ranked Entrepreneurship program. With this education, I possess a set of abilities that will allow me to skillfully manage the training and responsibilities your company will place upon me provided I am granted a position.

After starting my own Sub Chapter S Computer Consulting Corporation during high school and maintaining it during college, I have gained a unique understanding of customer desires and needs. By shaping my solutions to fit their requirements, I have learned how to be a revenue-generating consultant while satisfying my customer's requests. By reflecting upon my previous work experience, it can be suggested that I could exhibit a smaller learning curve, resulting in more productivity in less time. Having also participated in team building and diversity seminars, my assimilation into your existing workforce should flow very smoothly.

Before you begin, I would like to take this opportunity to thank you for your time and consideration of my candidacy for a position with your company. Now I invite you to discover more about the credentials and experiences detailed within this document. If you have any questions or desire any further explanations, please do not hesitate to contact me. I look forward to speaking with you soon.

Sincerely,



Dan Uress
812-345-3845
dan@danuress.com

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CAREER OBJECTIVE

Solution-oriented individual seeking a challenging opportunity to employ leadership, problem solving, and technical abilities provided from extensive work experience.

EDUCATION

Indiana University, Kelley School of Business Bloomington, Indiana. May 2004.

- Bachelor of Science in Business. Majors: Management and Entrepreneurship. Overall GPA 3.2/4.0, Major GPA 3.6/4.0
- Dean's List, Indiana University, Kelley School of Business (2002)

ACTIVITIES

- Webmaster, *danuress.com* (2001-2003) Provides photo delivery, e-commerce, and information distribution.
- Contract Photographer, *America 24/7* (2003) 1 of 20 statewide photographers selected for a national book.
- Contract Photographer, *The Indianapolis Star* (2003) Provide local coverage of events and breaking news.
- Member, *Young Entrepreneurs Association* (2003) Aid student development of entrepreneurial attributes.
- Member, *Management Consulting Association* (2003) Facilitates students drawn to professional consulting.

HONORS

- Columbia Scholastic Press Association (2003) 1st Place Portfolio of Photography in a national competition.
- Associated Collegiate Press Awards (2002) 3rd Place Photo Excellence Award in a national competition.
- Society of Professional Journalists (2003) 1st & 2nd Place Sports Photo Awards in a regional competition.
- Indiana Collegiate Press Association (2003) 1st & 2nd Place Sports Photo Awards in a statewide competition.
- Hoosier State Press Association (2002) 2nd Place Best Photograph Award in a statewide competition.

EXPERIENCE

Computer Tutor Inc - Long Grove, Il 8/96 - Current

Chief Executive Officer

- Founded an Illinois Sub Chapter "S" computer consulting corporation from scratch.
- Gained certification in Microsoft Windows 3.x, 95, 98, MS-DOS, and hardware installation.
- Provided web site development services and remote telephone technical support.
- Constructed 150+ individually designed systems running various operating systems.
- Generating \$12,000 to \$15,000 annually with active customer base of 30 residential and corporate clients.

Indiana Daily Student - Bloomington, In 8/01 - Current

Senior Photographer

- Primary photographer for news, feature, and sports assignments.
- Coordinated photographic production team during Men's Basketball Final Four Tournament.
- Created and implemented internet photo delivery system to reduce time until delivery of photo assignments.
- Trained staff members on uses and functionality of Nikon D1 series digital cameras and Adobe Photoshop.
- Advisor to senior management on the purchase of new equipment and e-commerce photo sales system.

Keystone Companies - Northbrook, Il 6/98 - 8/01

Systems Administrator

- Organized field computing project for remote data entry by company employees.
- Researched palmtop computers and connectivity providers feasible for project needs and budget requirements.
- Configured Citrix remote access server and established remote office WAN link.

Computer MD - Buffalo Grove, Il 6/96 - 8/97

Field Engineer

- Installed operating systems, repaired damaged components, recovered lost data, and upgraded computers.
- Provided service outside of normal hours when necessary to ensure customer satisfaction.
- Accepted additional responsibility and management duties when owner left the country for a family emergency.

SKILLS

- Technological: Windows Server 2003, Adobe Photoshop, Macromedia Dreamweaver, Citrix MetaFrame, HTML, Java, and VB.
- Interpersonal: Power Program Team Building Series. CSW Diversity Seminar.

References:

Dr. David Rubinstein
Professor of Management
(812) 855-5945
drubinst@indiana.edu

Kelley School of Business
1309 East Tenth Street
Bloomington, Indiana 47405

Kevin Breen
Chief Financial Officer
(847) 504-2152
kbreen@keystonecompanies.com

Keystone Companies
310 Wainwright Drive
Northbrook, Illinois 60062

Eleanor Silverman
Computer Tutor Inc. Customer
(847) 607-0439
ELS1795@mac.com

1795 Lake Cook Road
Apartment #201
Highland Park, Illinois 60035

Steve Raymer
Professor of Journalism
(812) 855-1727
sraymer@indiana.edu

Indiana University
Ernie Pyle Hall 200
940 E. 7th Street
Bloomington, Indiana 47405

Marie Carlson
Photo Editor
(812) 855-0760
emcarlso@indiana.edu

Indiana Daily Student
Ernie Pyle Hall 120
940 E. 7th Street
Bloomington, Indiana 47405

Letters of Recommendation

Steven Raymer – Indiana University
Kevin Breen – Keystone Companies
Larry Schwartz – Computer MD

Steven Raymer – Indiana University

INDIANA UNIVERSITY



February 27, 2003

TO WHOM IT MAY CONCERN:

SCHOOL OF
JOURNALISM

I am writing to enthusiastically recommend **Dan Uress**, a student in the Kelly School of Business and an outstanding student journalist at Indiana University in Bloomington.

It was my good fortune to have Dan as a student in an advanced photojournalism reporting class during the fall of 2002. Although Dan is not a School of Journalism major, I recruited him for my class because of what I had seen him publish in *The Indiana Daily Student* and his reputation for being an enthusiastic student and agreeable young man. I wasn't disappointed!

Indeed, Dan came to my class as an accomplished sports photographer. It was a pleasure to see him become a more versatile photojournalist and to polish his reporting skills. To say that Dan was an "A" student is understate his accomplishments. His journalism is excellent, as are his images. Once more, Dan has the self-discipline to work at a story or set of pictures until he thinks it is the best possible set of images he can make. I have seen Dan return to an assignment two or three times to make better pictures! Dan is widely read and curious about the world — prime requirements for a photojournalist who today must "shoot smart" to be successful. I found his written work excellent and his captions complete and accurate.

As a *National Geographic Magazine* staff photographer for more than 20 years, I saw many young photographers come and go through the Society's Washington, DC, headquarters. Dan Uress is someone who stands out in any group of student journalists and I urge you to give him every consideration for an internship or job. Dan is clearly destined to make a major contribution to photojournalism with his images and his concern for the world about him.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Steve Raymer', written over a horizontal line.

Steven L. Raymer
Associate Professor of Journalism

Ernie Pyle Hall 200
940 East Seventh Street
Bloomington, Indiana
47405-7108

812-855-9247
Fax: 812-855-0901

Kevin Breen – Keystone Companies



310 Wainwright Drive
Northbrook, IL 60062
PHONE 847.498.6110
FAX 847.498.5380
www.keystonecompanies.com

June 14th, 2002

To Whom it May Concern:

Our company was very fortunate to have employed Dan Uress as our Network Administrator. Dan started with us when he was in high school and worked afternoons and summers. Dan was always diligent and well prepared as he moved our company through various technology related projects that ultimately saved our company valuable resources. His professionalism and attention to detail are of the highest quality.

Please feel free to call me at (847) 504-2152 if I can be of any further assistance.

Sincerely yours,

A handwritten signature in black ink that reads 'Kevin Breen'.

Kevin Breen
Chief Financial Officer

Larry Schwartz – Computer MD



Monday, September 13, 1999

To whom it may concern:

My company, Computer MD, specializes in building computer systems to meet customer design requirements and servicing already installed equipment.

For the last six months, Dan Uress has been employed as a field service representative. During that time Dan has had the following responsibilities:

- Build, test and repair Personal Computers
- Telephone and on-site consultation with customers to establish their exact needs
- Implement these needs in the Windows 98, NT and Novell Network platforms both in our office and at customer locations
- Telephone support following the installation of the desired systems
- Follow-up on-site customer support

Typical customers include law offices, manufacturing companies, home users, construction companies, and accountants.

I could always count on Dan to be on time, courteous with our clients and offer the exact assistance needed. He continues to be a very valuable part of our team.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Larry Schwartz', is written over the word 'Sincerely,'.

Larry Schwartz

Work Experience

Computer Tutor Incorporated
Indiana Daily Student
Keystone Companies
Computer MD
Indianapolis Star
America 24/7

Computer Tutor Incorporated

Founded in 1996, Computer Tutor Incorporated has provided an invaluable learning tool and glimpse into the desires of customers. Built to employ my ever-growing interest in new technology, Computer Tutor has provided it's customers with a service often ignored by other consulting agencies. By focusing on basic skills training accompanied by specific skills on demand, customers are provided with only the knowledge they want at a price they can afford. With the initial vision to solely service home customers, Computer Tutor has since grown to include both home and corporate customers, which currently amount to an active customer base of over 30 clients.

For our residential clients, lessons have comprised mainly of email, web browsing, word processing, and digital photography development. When these skills are combined, customers gain an interactive skill set that well prepares them for today's Internet age. When a customer requires instruction on more complicated applications, specialized lessons are available to see that they can use their technology to its fullest potential. These specialized services have ranged from digital video production to graphic design, as well as HTML programming.

For our corporate clients, services have included workstation and server construction, network planning and deployment, and productivity software training. Comprising of many different industries, our corporate clients have included law firms, distribution centers, sales agencies, and original equipment manufacturers. Specialized corporate services have included data recovery, virus eradication, remote connectivity, and web page design.

With both market segments combined, Computer Tutor has realized average annual profits of \$12,000 - \$15,000 having never experienced a losing year. During my time at college, relationships with my customers away from campus have been maintained to ensure their continued satisfaction. This maintenance has appreciated a 96% customer retention rate and the continued recommendation of my company to others from current customers.

The lessons and values gained from Computer Tutor will be ones I carry for the rest of my life. Consisting of flexibility, integrity, and the utmost desire to provide only the best customer service, I will always ensure that my customers are satisfied with their purchases. In the event of dissatisfaction, no effort will ever be spared to see that the problem is rectified and the customer's satisfaction remains intact.

Indiana Daily Student

My employment at the Indiana Daily Student began in the fall semester of my sophomore year after transferring to Indiana University from DePaul University in Chicago. Starting as a Staff Photographer, I have progressed over the years by gaining more responsibility, accepting more complicated assignments, and traveling when needed to provide the best coverage possible. Now in my third year at the IDS, I hold the highest photographer position of Senior Photographer. I have been given this title after consistent reliability, quality of work, and flexibility in assignment capability. With this position, I am a primary photographer for all events, responsible for assisting in the training of new photographers in technique and ethics, and advising senior management on equipment purchase decisions and new technologies.

During my three years with the paper, I have covered such events as the September 11th tragedy, the Men's Basketball Final Four Tournament, and the fallout of being named the #1 party school in the nation. All of these assignments along with the smaller local news coverage have provided irreplaceable lessons in teamwork, time management, and product production.

The September 11th tragedy provided valuable lessons in teamwork where my consistent reliability was pivotal to the team's success. Having many events to cover and limited photographers, it was critical that photographers be assigned who could be relied upon to deliver high quality images on a tight deadline. Being part of this team was a great experience as we all relied on each other to deliver perfection on the first attempt, which in the end resulted in coverage that surpassed that of the local newspaper.

The Men's Basketball Final Four Tournament was also a critical assignment as I represented both the IDS Newspaper and the Arbutus Yearbook. This called upon my reputation of high quality work and tested time management skills. This assignment would require powerful images delivered on an extremely tight deadline. With the game beginning at 9 pm, photo acquisition and processing needed to be carefully orchestrated to ensure an on-time delivery. By the end of the night, quality work was received on time for deadline production.

After receiving the ranking of #1 Party School, my flexibility and production talents were immediately called into play. Having to photograph both sides of the controversy required the use of many photographic styles to accurately tell the story. However, this would only be a beginning, as postproduction editing would be required to bring the story to life. Consisting of layout, picture interaction, and creative use of text, a captivating beam of light was shed upon this momentous story.

While my desired career path does not directly include photography, the skills learned from this experience will bring a strong impact upon all the professions I assume during the rest of my career.

Keystone Companies

Keystone Companies represents the first position where my talents would be employed in-house as opposed to serving other firms. Working with this company for three years during high school and continuing to provide services via Computer Tutor there after, it has been my responsibility to provide network administration and systems support for approximately 45 users. During my employment at Keystone, I have maintained five servers, two independent networks, and over 40 workstations. Side projects have consisted of developing a systems operations manual, researching palmtop computers for remote data entry, and joining two networks via a Wide Area Network connection.

When I first visited the Keystone in 1996, the company was a client of my former employer Computer MD. As a field engineer for Computer MD, it was my responsibility to repair minor problems at Keystone and diagnose larger difficulties. After resigning from Computer MD in 1997, Keystone was so pleased with my service while I was with Computer MD that they offered me employment as their network administrator.

Upon accepting the position, I initially became responsible for a Windows NT Server and a Novel Netware Server. Looking to improve their network efficiency, Keystone proceeded on my advice to remove the Novel server and replace the NT server with a Windows 2000 Server. Specifying this system on a budget of \$30,000 it would be my responsibility to ensure the new machine would adequately provide the services our employees required. With the successful implementation of the new server, I was later given the responsibility to a deploy Citrix MetaFrame server. Now employing more powerful servers, Keystone's network became a bottleneck, as it could not provide enough bandwidth to the new systems. To resolve this difficulty, I replaced their 100-megabit hubs with two 100-megabit Cisco switches. Servers were then upgraded to Gigabit Ethernet to directly interface with the new switches. To increase Internet reliability, I also replaced their network modem with a fractional T1 connected to a Cisco router. With all network upgrades complete, network throughput was increased by 2,000%.

With the increased reliability of the new servers and network, I had more time available to pursue side projects such as the remote data entry project where Keystone employees would be empowered to make direct data entry from the field via palmtop computers. This project prescribed a computer small enough that it was easily transportable and a connectivity provider fast enough to make data entry live in real time. Complicated by a small budget, this project was the most challenging assignment I had encountered and required the combined use of all of my technological skills. After extensive research, the project was found to be unfeasible due to expense; however, it remains as an active project as prices for both equipment and connectivity continue to fall.

After completing high school, my role at Keystone transitioned from being an employee to becoming an outside consultant providing services through Computer Tutor. This change allowed me to continue to manage their systems as I prepared for college and they found a permanent replacement for my former position. When it came time for me to leave for college, it was agreed that Keystone was left in a better position than it was when I started and our companies continue to maintain an active relationship to this day.

Computer MD

Joining Computer MD during my first year of high school, I became part of a four-person team providing systems consulting and repair. Initially responsible for the in-house construction of new computer systems, my role at Computer MD grew as I began consulting customers and providing on-site repair. Typical clients I would serve included law firms, currency exchanges, manufacturing companies, and residential customers. While visiting these clients, it was my top priority to be courteous, attentive, and capable of explaining their computer problems in a way that they could easily understand. To ensure the customers satisfaction, I would often stay on-site outside of my normal hours to complete the task and verify that the problem was resolved.

Continuing my employment the summer after my freshman year of high school, working at Computer MD became a full time summer position. Working 9 to 5 everyday, I experienced my first taste of the corporate environment. Ever since that summer I have been impatiently waiting to graduate college and return to the working world, as I love the constant challenges it provided. By working real world problems and generating real results, I was motivated unlike I had ever been before. Given the feeling accomplishment the job provided, I actually enjoyed getting up to go to work and see what challenges the day would present. By taking these challenges head on and dedicating myself to finding their solutions, I achieved a success rate that my supervisor thought was outside my reach.

As my reputation of reliability grew, my supervisor instilled greater trust in my abilities and I was given additional duties such as customer management and product purchasing. This trust was tested and proven when my supervisor had to leave the country for a family emergency, which necessitated that he place me in a business management role. Maintaining the company while he was away, I made distant service calls, balanced telephone technical support, and coordinated strategy until he could return. Upon his arrival home, I was slightly disappointed to relinquish the increased authority, as I really enjoyed the fast pace and decision-making abilities.

At the end of the summer and the start of another school year, I decided it best to leave the company and pursue my schoolwork as my top priority. While I missed the “real world” challenge of the position during the school year, not remaining employed by Computer MD paid off when one of their customers, Keystone Companies, offered me employment for the upcoming summer as their Network Administrator.

Indianapolis Star Newspaper

While working at Indiana Daily Student Newspaper was always enjoyable, it was never quite as rewarding as when my work was noticed by the director of photography of the Indianapolis Star. After receiving his congratulations on a photo award I had received, I managed to network with him and his staff and gain an invitation to come visit their newsroom. Seizing the opportunity, I brought along my portfolio with the intention of asking for a professional critique of my work. By the end of the viewing, I was offered a stringer position with the paper where I could occasionally contribute my work.

This position entailed that I would be available to alleviate The Star's staff from having to travel to Bloomington to cover basic assignments. After proving my capabilities on two independent assignments, I was offered a contract to formally signify my position with the paper. This contract made me an official Star photographer covering assignments in the Bloomington regional area.

Since receiving the contract, I have accepted higher responsibility assignments, generating results worthy of publication in the primary newspaper for Indianapolis. Aside from providing local photography, I continue to be in constant communication with the director and his staff, which has developed a solid relationship between us. This connection allows the bidirectional flow of information regarding events around our respective regions, which results in better decision-making capabilities. In the end, we both help each other produce the highest quality publications possible. It is my goal to continue this relationship through the remainder of the school year until I leave Bloomington to begin my career.

America 24/7 Book Project

Having developed a strong relationship with Steve Raymer, my photography professor, I was privileged to be his top recommendation when the statewide director for the America 24/7 book project called looking for photographers. The America 24/7 project, consisting of the creation of 1 national photography book and 52 state and regional photography books, was a massive undertaking to capture American life for one week from May 12th-18th. As one of twenty contract photographers for the state of Indiana, it was my responsibility to pursue three assignments of my own choosing that I saw as capturing the essence of Americans in Indiana.

Aside from working with the project coordinators in Sausalito California and my state director in Indianapolis, all preparation, travel, and subject communications were left to my responsibility. This was a valuable experience as I was in accountable for making my own contacts while representing America 24/7. It was also my duty to see that the publishers of America 24/7 were portrayed as producing a professional project by selecting me as a contract photographer. This was a critical representation as most were unfamiliar with the project and needed reassurance that it was a supported production.

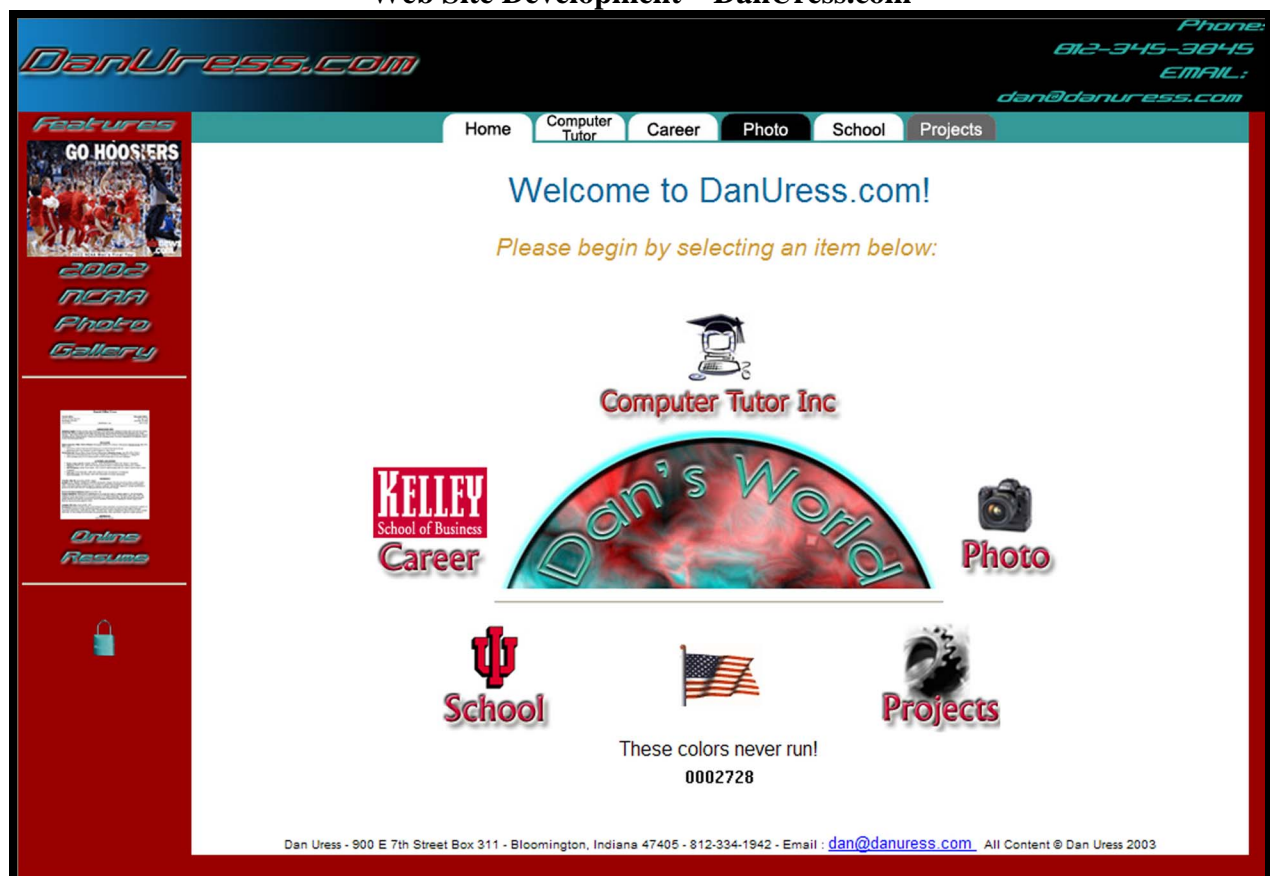
By leveraging the name of the project publishers and carrying a letter of authorization to photograph for the project, I was successful in promoting the project and gaining authorization to photograph my desired subjects. After completing "shoot week", I finished my work by captioning and transmitting my images back to America 24/7 headquarters in Sausalito.

With all photography now completed, the 53 volumes are now in production for release beginning in October 2003. With my contribution complete, I feel I have gained yet another terrific teamwork experience to apply to my future career.

Work Samples

Web Site Development
Graphic Design
Writing Samples

Web Site Development – DanUress.com



Web Site Development – AdvancedColorTech.com

The screenshot shows the homepage of Advanced Color Technologies. At the top left is the 'ACT' logo in a colorful, stylized font. To the right of the logo, contact information is listed: 'Tel: 864-370-2990', 'Fax: 864-370-2970', and 'Email: norm@advcolor.com'. Below the logo and contact info is a navigation bar with three buttons: 'Products', 'Services', and 'Support', each with a corresponding icon (a pipette and color swatches, interlocking gears, and a service bell). The main content area features a central paragraph: 'Serving the color measurement industry since 1990, we look forward to working with your company in the future to provide only the finest equipment and services offered in the color measurement industry! Using the navigation buttons above, you can learn about the products we sell, the services we provide, and the support options we offer. We hope you enjoy your visit to our site and we look forward to serving you soon.' On the left side of the main content area, there is a graphic of a man pointing to a chart with a red line, and a link that says 'Let us show you how our products can improve your efficiency and increase your ROI!'. Below this is a circular graphic with the word 'SAVINGS' and a link that says 'Click here for special offers'.


Graphic Design:

Letterhead:



ACT Advanced Color Technologies, Inc.
Tel: (864) 370-2990
Fax: (864) 370-2970
200 Capri Court • Greenville, SC • 29609 • www.advcolor.com

Business Card:



ADVANCED COLOR TECHNOLOGIES
The Color and Appearance Measurement Experts
MARK FISHER VICE PRESIDENT TEL: 864.370.2990 FAX: 864.370.2970
EMAIL: mark@advcolor.com
200 CAPRI COURT • GREENVILLE, SC • 29609 • WWW.ADVCOLOR.COM

Writing Samples:

Rosa's Salsa: ICORE Case Analysis

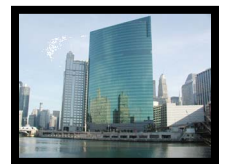
“To determine the best production method, Nick is faced with the decision to make or buy his salsa. Many factors affect this decision, such as expenses, risks, and expected costs per unit of salsa produced. Five distinct possibilities of production exist for Nick to evaluate, including three manufacturing methods and two possible outsourced suppliers. Manufacturing options comprise of fully developed automation, partially developed automation, or using existing equipment for production. Any internal manufacturing process will increase the risk of ingredient supply fluctuations as all ingredients except salt are imported from various locations in Mexico. If outsourced, the supply of salsa can come from two producers, Sierra Salsa or Foods of Monterey. By analyzing these options, we will determine which selection is the least costly and thereby the best method of production for Nick to implement.”

“Given these two production possibilities, it is clear that while the complete automation method requires the largest initial expenditure, it generates the highest cost savings and the highest successful production rate, clearly defining it as the best solution for Nick to implement.

In reaching the figures for all of these methods of production, several assumptions needed to be made. To accurately calculate the total cost for the duration of the project, four years of production needed to be used. To adjust for sales growth, the financial growth forecast was used to inflate our initial forecasted production of 1,421,280 units. This figure was inflated 28% for year 2, 20% for year 3, and 11% for year 4 to calculate the increase in sales. We also assumed all failed batches would be reworked instead of discarded in the calculation of our expected cost. Finally, we assumed each make or buy method had comparable supply risks and fluctuations as either entire finished goods or individual ingredients needed to be imported from Mexico.”

333 Wacker Drive

“The year was 1983; Chicago's architecture was booming yet consisted mainly of tall box high rises and skyscrapers. Suddenly, Chicago's architecture was changed forever with the construction of 333 Wacker Drive, Chicago's first postmodern skyscraper. A title not easy to acquire, 333 Wacker Drive obtained this honor due to the buildings immense innovations in construction and style. Featuring a shape unlike any other, the building called for only the best in design, engineering, and materials before the construction could commence. Along with the physical aspects of the building, the new style commanded change from the existing fashion of architecture. This new style shattered the traditional glass box style of building and created something entirely new with multiple sections, angles, and shapes. With all aspects combined, 333 Wacker Drive changed Chicago's Architecture forever by enriching it to a level never seen before. With the new standard for design the building created, every postmodern building constructed in Chicago afterward has faced 333 Wacker Drive in direct competition, yet there has not been a building created to this day that surpasses it in design and beauty.”



Appendices

Technological Skill Inventory
Interpersonal Skill Inventory
Photography Portfolio
Photography Awards

Technological Skill Inventory:

Hardware:

<u>Skill</u>	<u>Proficiency</u>
X86 Based Desktops, Laptops, Workstations, and Tablets	Expert
Device Installation (PCI, AGP, Memory, Drives, PCMCIA Cards)	Expert
Device Interfaces (Serial, Parallel, USB, Firewire)	Expert
Digital Cameras	Expert
System Peripherals (Scanners, Input Devices, Printers)	Expert
Multimedia Devices (Soundcards, MP3 Players, DV Video Cameras)	Expert
Apple Based Desktops, Laptops, and Workstations	Advanced
Wireless Networking (802.11 a/b/g, Bluetooth)	Advanced
Wired Local Area Networks (Using 10 Base-T, 100 Base-TX, Gigabit)	Advanced
Uninterruptible Power Supplies	Advanced
Data Backup (DDS, DLT, DVD-R, CD-RW)	Advanced
Personal Digital Assistants (Palm & Pocket PC)	Advanced
HP Jet Direct Print Servers	Intermediate
RAID Arrays (0, 0+1, 1, 5)	Intermediate
Network Attached Storage (NAS)	Intermediate
X86 Based Servers	Intermediate
Monitors and Projectors (VGA, DVI, S-Video, Composite)	Intermediate
Data Routing (Cisco Hardware)	Basic
Hardware Firewalls	Basic
Wired Wide Area Networks (Using Fractional T1)	Basic

Software:

<u>Skill</u>	<u>Proficiency</u>
Windows XP (Home, Professional, and Tablet)	Expert
Windows 2000	Expert
Windows 98	Expert
MS-DOS	Expert
Apple OS 9	Expert
Microsoft Office (Word, Excel, Access, Outlook, PowerPoint)	Advanced
Adobe Photoshop	Advanced
Apple OS X	Advanced
Adobe Acrobat	Advanced
Windows Server 2003	Intermediate
Windows Server 2000	Intermediate
Microsoft Terminal Server	Intermediate
Citrix MetaFrame	Intermediate
Adobe Premiere	Intermediate
Microsoft Visio	Intermediate
Macromedia Dreamweaver & HTML	Intermediate
ACT Contact Management Software	Intermediate
Microsoft Great Plains Business Management Software	Basic
Microsoft Project	Basic
Microsoft Visual Basic	Basic

Interpersonal Skill Inventory:

Power Program Team Building Series:

Based in Lincolnshire, Illinois, The Power Program offers team-building seminars in which school students, corporate employees, and social groups learn to place trust in each other while traversing across an outdoor obstacle course. To prepare, groups relax together getting to know about each other personally for those who are unfamiliar with the group. With everyone acquainted, the instructors begin the session by breaking down everyone's fears so that trust may be rebuilt through the duration of the course.

By forcing participants to place blind trust in their teammates for the first exercise, fear based barriers are quickly defeated as the obstacle is overcome and the group moves on. Forced to work as a whole to overcome the remaining obstacles, the team learns how to work together and builds a stronger cohesion for every additional obstacle they defeat. By the end of the course, the group is functioning as a single cohesive unit willing to accept any challenge.

As a participant in this program, I can attest to the value it provides. On more than one occasion have I looked back and said to myself that if as part of a team we could accomplish that course, then whatever difficulties my present team may be experiencing could also be solved. By participating in this seminar, I have been given a great understanding of what a team of motivated people can accomplish if they put forth an unyielding effort. Knowing this potential, I remain motivated to this day to see that my current and future teams aspire to perform at this efficiency.

CSW Diversity Seminar:

Having the ability to attend one of CSW Global's Interactive Theater presentations was very beneficial due to the importance of understanding diversity in today's workplace. By participating in their audience based program, we examined current issues such as workplace harassment, cross-cultural awareness, change management, and conflict resolution. Constantly being monitored by a company facilitator, our discussion was intense yet sensitive not to place beliefs upon any individuals. By the conclusion of the program, audience intellectual and emotional awareness of diversity related issues was improved and participants of the program were empowered to make better decisions on diversity related issues.

Personally, I benefited from the presentation by gaining a new understanding of how diversity issues may arise in situations we would not normally expect. By observing this unanticipated form of conflict and discussing my feelings surrounding the issue, I feel I grew in that I left with an action plan should I encounter the portrayed scenario. Overall, this seminar was an informative experience that better prepares me for the diverse workforce I will soon enter.

For more information, please visit the CSW Global web site at <http://www.cswglobal.com>

Photography Portfolio

And

Awards





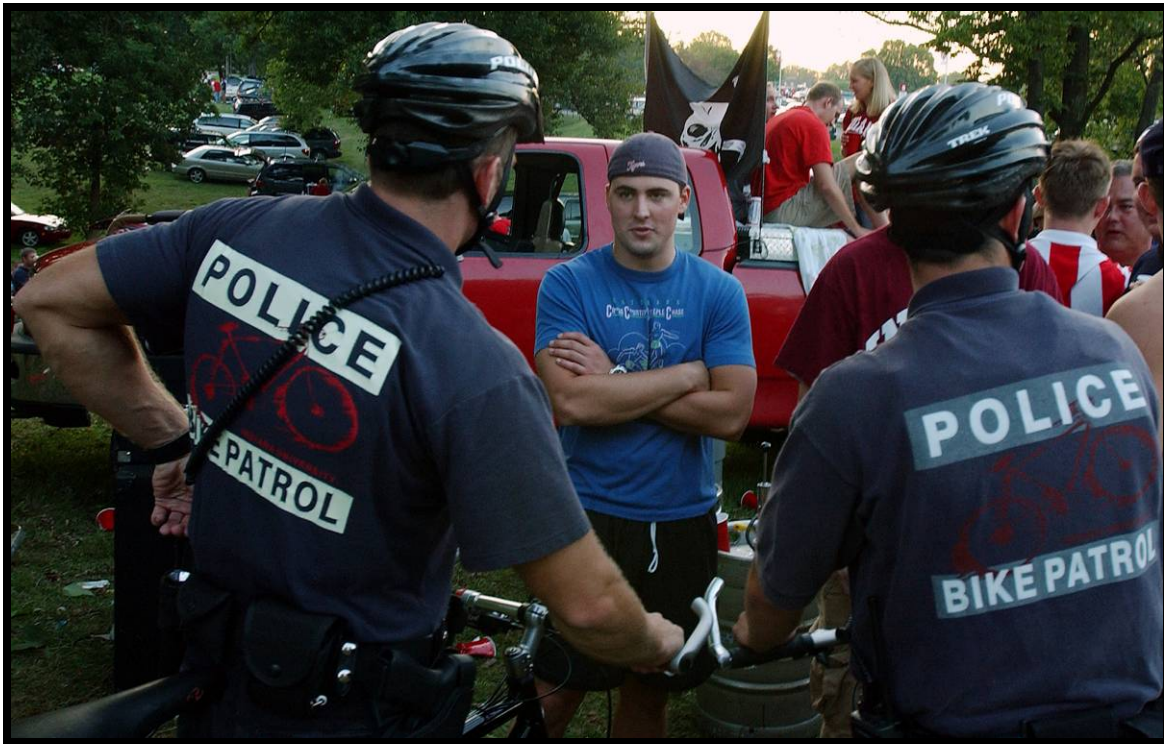












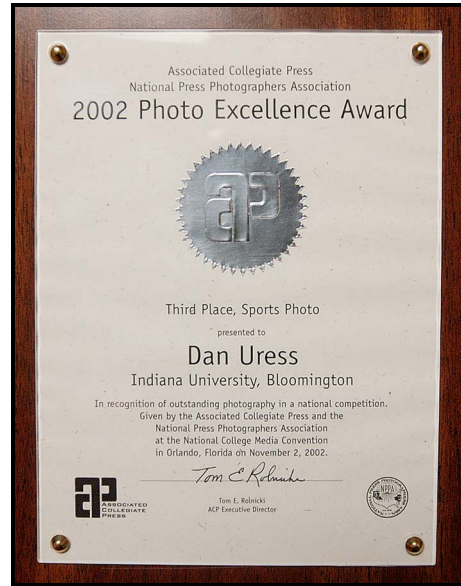




Photography Awards



1st Place – National Competition



3rd Place – National Competition



1st Place – Statewide Competition



2nd Place – Statewide Competition



2nd Place – Statewide Competition