Domain of Management			
Competency	Job Qualification	Artifact	Rationale
Plan, create, monitor and facilitate instructional design projects.	Researches training and instructional material needs for projects already established but identified as needing change and/or new projects or processes. Understands and utilizes project management techniques.	MIT 520: MANAGING INSTRUCTIONAL DEVELOPMENT - CECAS WBT Project Management Plan MIT 510: DESIGN & DEVELOPMENT OF INSTRUCTIONAL TECHNOLOGY - Web Page Training for Teachers to Bring Up-To-Date Information to Parents	MIT 520 and 510 – These projects outline the design, development, implementation and evaluation of instructional products. Both include an analysis of the current situation, a work breakdown structure, proposed budget and other materials that document the management of these projects.
Organize the instructional project or service unit to operate effectively and efficiently.	Schedules and coordinates workflow including establishing priorities for vendors and internal	MIT 510: DESIGN & DEVELOPMENT OF INSTRUCTIONAL TECHNOLOGY -	MIT 510 and 520 – Both of these projects include a Gantt chart showing allocation of resources, proposed budget and schedule for development, implementation and evaluation of the instructional

	customers. Assists with the coordination and implementation of new company initiatives, including material development, train-the-trainer, content delivery and progress tracking.	Web Page Training for Teachers to Bring Up-To-Date Information to Parents MIT 520: MANAGING INSTRUCTIONAL DEVELOPMENT - CECAS WBT Project Management Plan MIT 542 Internship: Proficient Learning: Respironics Strategic Business Planning Learning Extension	project.
Manage personnel and facilities.	Leads projects to ensure team collaboration,	MIT 510: DESIGN & DEVELOPMENT	MIT 510 and MIT 520 – Both projects included a careful examination of resources to

	partnerships, and productivity.

Mentor junior instructional designers and course writers on best practices; confer with project personnel to provide technical guidance and to resolve problems. | OF INSTRUCTIONAL TECHNOLOGY - Web Page Training for Teachers to Bring Up-To-Date Information to Parents

MIT 520: MANAGING INSTRUCTIONAL DEVELOPMENT - CECAS WBT Project Management Plan | determine the correct schedule and task distribution. Schedules for both took into account constraints, facility and participant availability. |
| **Plan and implement organizational change.** | Take the lead role in supporting the execution of change management communications.

Understand client's organization and change management issues, explain the factors involved and | MIT 510: DESIGN & DEVELOPMENT OF INSTRUCTIONAL TECHNOLOGY - Web Page Training for Teachers to Bring Up-To-Date Information to | MIT 510 – I serve as the project manager for this initiative and successfully implemented according to plan.

MIT 502 – I served as the project manager for this intervention and saw a 10% increase in scores in one year. The project is currently being implemented as the scope changed due to resources and |

shape organizational solutions to deliver value to the client, specifically with respect to large-scale software implementations

Parents

MIT 502: SYSTEMATIC APPROACH TO PERFORMANCE IMPROVEMENT - Increasing Student Performance on the North Carolina Online Test of Computer Skills

MIT 512: COMPUTER APPLICATIONS IN EDUCATION - Proposal: "Closing the Digital Divide: Establishing Access to Technology Resources to All Schools"

organizational change.

MIT 512 – This proposal outlines the components of a change management initiative. It demonstrates my ability to analyze the needs of a system, determine appropriate solutions and design appropriate strategies to successfully implement a change initiative.

| Design instructional management systems. | Develops a plan for effective implementation of learning solutions. | MIT 520: MANAGING INSTRUCTIONAL DEVELOPMENT - CECAS WBT Project Management Plan

MIT 502: SYSTEMATIC APPROACH TO PERFORMANCE IMPROVEMENT - Increasing Student Performance on the North Carolina Online Test of Computer Skills | MIT 520 and MIT 502 – For both of these projects, I effectively analyzed the performance problem in each system and developed realistic plans for implementing interventions. |