



## skills & assets

### design

**Information/Interaction Design** : conceptualization processes (research, competitive analysis, exploratory brainstorming, proof-of-concept prototyping), user-centered design practices (user scenario development, task analysis, usability prototyping and testing, UI and navigational elements design), and documentation (site structure and gameplay flowcharts and workflow diagrams, storyboards).

**Visual Design**: conceptualization processes (research, competitive analysis, mood-board development), design implementation, presentation and iteration for print page layouts, websites, and identity systems.

### management

**Team Management**: recruiting, hiring, and performance evaluation; resource allocation and scheduling; team-building and conflict resolution.

**Project Management**: scheduling and budgeting, process development and maintenance of print projects (copy-flow management, production editing, and edit- and revision-cycle management for books, magazines, technical documentation, newsletters, advertisements, and brochures) and digital projects (asset gathering and tracking, version control management, production and build procedures for websites, video games, software and tools development).

### editorial

I have **edited** critical prose, fiction, poetry, technical documentation, and marketing and advertising copy. I have **written** (or contributed to) technical documents, analysis and assessment reports, websites and other interactive applications, and advertisements. I have contributed to **brand-name and identity development** for companies and products. I have spent more than fifteen years, in various professional roles, developing excellent **copy editing** skills.

### incidentals

I have some experience with shooting, processing, and editing film, video, and photographs. I know how to record and edit various audio formats. I speak French, Croatian, and a bit of German. I am an enthusiastic student of culinary anthropology, and I collect old books about (among other things) typography, hairstyles, and laundry techniques.



## tools

I have **extensive knowledge** of all Macintosh systems and design-related software and hardware, including (but certainly not limited to) graphics applications such as Adobe Photoshop and Illustrator, and Macromedia Freehand; page layout and typesetting applications such as Quark XPress and Adobe PageMaker; and general-use applications such as Microsoft Office components and FileMaker Pro.

I am **thoroughly versed** in HTML (including text and wysiwyg HTML editors such as BBEdit and Macromedia Dreamweaver), CSS, and some JavaScript.

I have a **good working knowledge** of Windows systems and related software and hardware, Adobe Premier and AfterFX, Macromedia Director, Sound Designer, Microsoft Project, UNIX shell commands and simple PERL scripting.



## education

Bachelor of Arts, Film Studies and English Literature  
Carleton University  
Ottawa, Ontario  
1992

## selected work history

### Senior Information Architect, Wells Fargo, San Francisco

As part of Wells Fargo's enterprise-wide Internet Services Group, I helped guide numerous projects with diverse internal client groups through a user-centred design process in order to create a cohesive experience for the bank's online customers.

*March 2001 to November 2002*

### Principal, File Under M

Partnered with a colleague to form a user experience (UE) web design group. Share responsibilities for all aspects of running the shop, from business development and marketing, to client relationship and account management, to design, implementation, and delivery.

*August 2000 to present*

### Information and Interaction Designer, independent

Consultancy and implementation of website conceptualization, interaction design, information design, UI element design.

*June 1999 to present*

### Senior Interaction Designer, Phoenix Pop Productions, San Francisco

Responsibilities included overseeing website conceptualization, interaction design, information design, and UI element design for multiple projects, as well as the development of design processes for the UE group.

*November 1998 to June 1999*

### Designer, Vivid Studios, San Francisco

Responsibilities included all aspects of website design: brainstorming sessions during conceptualization and planning phases; documenting design development with storyboards, flowcharts, and page layouts; page design and graphics production.

Before joining the design group, I worked at Vivid Studios as an **Associate Producer**. In this role, my responsibilities included all aspects of website production process management including scheduling, budgeting, proposal writing and editing, workflow tracking, media asset management, client communication, and process definition and refinement.

*July 1996 to November 1998*

### Digital Asset Coordinator, Daymare, San Mateo, CA

Managed art production process for this interactive narrative. I designed, created, and managed the content-tracking database, processed digital art files for inclusion by programmers, and coordinated all assets from storyboards to final digital stills and QuickTime movies.

*May and June 1996*

### Managing Editor, Special Projects and Production Coordinator, Miller Freeman Inc., San Francisco, CA

Responsible for managing copy flow, production process, and scheduling for 2 books, 5 newsletters, and 1 electronic archive (including the management of a team of production editors). Responsible for the development and production of a series of electronic database products.

*May 1995 to May 1996*

## recent project highlights

### www.wellsfargo.com

I worked as a Senior Information Architect with the Online Applications team to streamline the web-based product applications process, ensuring usable forms, and introducing enhancements such as allowing users to save applications in progress.

### www.orbitz.com

I worked on this travel services website as a Senior Information Designer with a team at Novo Interactive. I developed conceptual models, workflow diagrams and storyboards.

### www.pbs.org

Since this is the only URL advertised through PBS programming, the site must accommodate visitors with a wide variety of interests, looking for a huge diversity of shows. I worked with a team at Vivid Studios as the Senior Information Designer on this project, helping to redefine and reorganize information architecture and interaction models for the site.

### www.wineshopper.com

I worked with Phoenix Pop Productions on Wineshopper as the Senior Information Designer, responsible for interaction models, information architecture, and, in collaboration with the visual designers, page-level information design.