

Suzanne Mohamed

Instructional Designer

CONTACT INFO

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RELEVANT EDUCATION

Master's Degree in Adult Education

University of Ottawa

Sep. 2013 - Jan. 2015

SKILLS

- Extensive knowledge of adult learning principles
- Strong project management skills, including developing timelines, and working with SMEs
- Excellent interpersonal skills and communication skills

TOOLS

- Proficient in using a variety of content authoring tools such as Articulate 360 suite, D2L HTML Editor, and H5P
- Experience with learning management systems (LMS) such as Moodle, Blackboard, and Brightspace

👤 PROFILE SUMMARY

Experienced Instructional Designer with over 13 years of expertise in adult education. Skilled at designing, developing, and delivering engaging, interactive training programs utilizing various technologies and tools. Has an exceptional ability to transform complex concepts into clear, accessible, and impactful learning experiences.

📁 RELEVANT WORK EXPERIENCE

Instructional Designer

Sheridan College | Jul 2023 - Present

- collaborates with subject matter experts (SMEs) and stakeholders to analyze learning needs, define learning outcomes, and create learning plans that align with business goals.
- designs interactive and engaging faculty development courses for strategic training projects using the latest content-authoring tools.
- creates and manages project timelines, planning check-ins as necessary to stay on track and address any challenges.

List of Projects Completed at Sheridan College

1- Life Skills Project Course Prototype: Created a prototype for a community training program, serving as a template for the entire course development team.

2- Signature Learning Experiences (SLEs): Led the course design and development process, gathered and refined content from SMEs, designed the online experiences, facilitated multimedia creation, monitored learner progress, and reported on faculty engagement.

3- Online Course Design Faculty Guide: Developed a comprehensive faculty guide for designing, developing, and delivering online courses to ensure faculty adherence to best practices.

4- HTML Template and Course Shell Development: Led the creation of a new HTML template and course shell for the college's online courses (Sheridan Online), working closely with web developers and other team members to enhance the online learning experience.

Volunteer Instructional Designer

Rumie | Feb 2023 - Jul 2023

- created "Bytes" - bite-sized microlearning to a wide audience.
- conducted in-depth research on a variety of topics.
- used concise text, images, videos, and interactive content such as quizzes to create engaging e-learning experiences.
- adhered to the writing and design standards of the company to ensure that the content resonates with the intended audience.

Certified Language Examiner

LARC - Funded by the Government of Canada - IRCC | Dec 2018 - Dec 2021

- conducted comprehensive language proficiency assessments utilizing a variety of assessment tools, ensuring accurate measurement of language skills.
- adhered to policies and procedures for accurate and consistent test scoring and administration, maintaining high standards of quality and reliability.
- ensured the confidentiality and security of assessment materials, safeguarding the integrity of the evaluation process.
- demonstrated respect and sensitivity to the diverse needs of clients, fostering an inclusive and supportive assessment environment.

University Professor

Qatar University | Jan 2022 - Jun 2023

- developed student-centered materials and integrated educational technologies to enhance learning outcomes.
- Aligned teaching methods and assessment techniques with course and program learning outcomes and strategies.

College Professor

Algonquin College | Aug 2011 - Oct 2019

- developed, modified, and effectively delivered in-person, hybrid, and online courses tailored to adult learners, ensuring engagement and retention.
- proficiently utilized learning management systems such as Blackboard, Brightspace, Moodle, and Google Classroom to create and manage dynamic educational experiences.
- designed and implemented a variety of formative and summative assessments to accurately measure learners' progress and identify knowledge gaps, enabling targeted instructional interventions.
- analyzed assessment results and incorporated learner feedback to continuously refine and optimize instructional plans, enhancing learning outcomes and student satisfaction.