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Theresa McGonagle Crider

BUSINESS APPLICATIONS

Microsoft Word 6.0, 7.0, 97, 2000, 2003, 2007 and 2010

Microsoft Excel 5.0, 7.0, 97, 2000, 2003, 2007 and 2010

Microsoft PowerPoint 4.0, 7.0, 97, 2000, 2003, 2007 and 2010

Microsoft Access 2.0, 7.0, 2000 and 2007

Microsoft Outlook 98, 2000, 2002, 2003, 2007 and 2010

Microsoft FrontPage 98, 2000 and 2003

Microsoft Publisher 2003 and 2007

Microsoft Project 4.0, 4.1 and 2000

Microsoft Schedule+, Exchange, and Mail

DIGITAL DOCUMENTS

Adobe Professional 8 & 9

Aldus Pagemaker 5 and 6

BROWSERS AND WEB DESIGN

Creating and Designing Web Pages

Basic HTML & Web Design

Microsoft Internet Explorer

Netscape Navigator

Navigating the Web

OPERATING SYSTEMS

Windows XP & 2000

Window 95, 98 & NT

Windows 3.1

An Overview to PC's

UNDERGRADUATE CREDIT COURSES

CIS115 (Applications in Computer Information Systems) and CIS215 (Intermediate Computer Applications)

EDU331 (Instructional Media and Technologies of Instruction)

LDR301 (Communication & Technology Workshop/PowerPoint), LDR352 (Microsoft Office Suite), LDR353 (Authoring Digital Documents with Adobe Acrobat), LDR354 (Intermediate Excel), and LDR495 (Special Topics, including Intermediate PowerPoint)

Courses taught in undergraduate courses and/or in business/academic workshop environments.