edOppSolutions
Learning & Strategy at Work

CAROLYN TAN, M.S.ED., M.A.ED.

LEARNING FACILITATOR

ABOUT ME

As a professional educator and trainer with more than 20 years, Ms. Tan knows that teaching is her passion. This passion has been driven by her love for leading adult learning courses to assist in understanding the fundamentals of graphic design, web publishing, digital media, and computer technology. Having held numerous faculty and training positions with Houston Community College and the Art Institute of Houston, she strongly believes that students should be taught the basics, then guided to apply and share concepts learned through a variety of scenarios. She advocates for her students to be creative, always explore, and experiment with new ideas. She brings her expertise beyond the classroom and into the community as well through freelancing her graphic, web/multimedia skills for several small businesses and her membership and affiliations with computer and education associations.

EXPERIENCE

Learning Facilitator, *edOpp Solutions LLC*

Delivers innovative, intensive, and interactive multi-day/weeklong learning programs and experiences in a defined area of expertise to meet the needs of an identified client or community partner. Utilizes a variety of teaching methods and materials that are appropriate for adult learners with diverse educational backgrounds, experiences, and learning styles. Continually improves the quality of instruction by researching and utilizing innovative methodologies, techniques, and delivery methods. Shares personal experiences and stories relevant to the subject matter to further support comprehension and real-world application. Researches literature and other materials to assure learning programs and experiences are developed to the most current evidence-based practices in the subject of the learning program. Evaluates adult learners to measure their progress in achieving training/course objectives and encourage student reflection on learning progress. Strengthens student relationships by teaching to the heart, mind, and spirit. Champions edOpp Solutions to client and community partners.

Digital Media Instructional Designer, *Houston Community College, Texas; EDMC, Pittsburgh, PA (Art Institutes)*

Design, develop, evaluate and update onsite & online curriculum and content relating to digital media courses and training applications using the latest digital media applications. Instructional designer (UX/UI) and faculty trainer for Apple applications (Train the Trainer Program). Train college faculty members and staff on technology certification courses. Develop & design graphic and web design online courses.

LEARNING PHILOSOPHY

"It's a lifelong process - learning is not only about teaching, you learn from teaching process as well."

EDUCATION

Capella University, Minnesota
Master of Science in Education Instructional Media Design for Online Learning

University of Phoenix, Arizona
Masters of Arts in Education Specializing in e-Education & Adult learning

Houston Community College
Certificate in Multimedia Graphic Design

Queens College, City University of New York
Bachelor of Arts in Music

CERTIFICATIONS

Basic Faculty Technology Certification
Advance Faculty Technology Certification
Certified Professional Macromedia Flash MX Designer

EXPERTISE

Adobe Photoshop

Adobe Illustrator

Adobe InDesign

Web Publishing (Dreamwear & Muse)

Adobe Flash

Adobe Premiere

Adobe After Effects

FUN FACT

"I dance and train dogs."