

Kate Abbott
Software Consultant
Instructional Technologist

Capabilities

Commercial and proprietary software testing and documentation
Document production and formatting
Power User of Microsoft Office Suite and numerous software products
Website maintenance
Writing and production of grant requests and proposals
Computer-based training production
Graphics and charts
Accounting

Work Experience

1996 to present Consultant

- Free-lance computer training for personal computer users
- Documentation production, including graphics and charts
- Grant writing

1991-1996 Instructional Technologist, Access Research Corporation, Carlsbad, CA

Production of training materials, including Trainee Guides, Instructor Guides, and Job Aids.
Production of charts and graphics. Computer-based training updates and additions. Creation of multimedia presentations. Software testing and documentation.

1992 Instructional Technologist, Custom Performance Systems, Del Mar, CA

Development of pilot public health curriculum, including needs analysis, job task analysis, evaluation specifications. Production of survey instruments and data forms for evaluation of program effectiveness.

Education

California State University, San Marcos – Biology/Literature major (BA in progress)