

Statement of Teaching Philosophy

Sharing information especially when the subject matter benefits the student provides much satisfaction and motivation to me. It's also rewarding that teaching requires I constantly learn, research or reexamine the ideas, knowledge and assumptions of my field. I much enjoy the challenges of finding new ways to present information so people of differing backgrounds, learning styles and aptitudes can understand and be motivated to learn more. I appreciate the value of my business experience requiring a consultative analysis and approach to succeed.

Through my business client training and experience, the subjects I'm prepared to teach include but are not limited to courses related to:

- Basic computing, performing Internet research & MS Office Suite software
- Business writing & project management
- Workplace motivation, team building & mentoring
- HIPAA compliance & Electronic Medical Records (EMR)
- Web development, content organization & search engine optimization (SEO)
- Open source software and content management systems (CMS)

My objectives for student learning is for them to gain knowledge through a combination of reading, practical hands on experience and developing the ability to 'know how to learn'. With rapid constant change developing critical thinking skills and knowing how to research and to have an innate curiosity to continually gain knowledge greatly benefits a person in any field.

To me these are perhaps the most important skills to teach and why I present a wealth of resources, user groups and learning methods to students. Due to the fact that books or software are often outdated by the the time they're published, it's important to know how and where to go to learn. A well conceived online search will often get a better result than using a product's Help menu or Knowledge base. That said, not every bit of knowledge is online so I strongly encourage using libraries and books for gaining a core knowledge and understanding.

The first thing I state when teaching is, "the only dumb question is the one that's NOT asked". I then make course work relevant to the students' experience with a combination of lecturing, leading discussions and individual or group work depending on subject matter and the group's make up. In addition to following a predetermined curriculum, lesson plans, scheduled assignments and testing, I also provide additional resources such as blogs, websites and how-to videos. For subject matter such as learning new software the best thing to do is hands on experience since a few clicks can be worth a thousand words. If a student feels more confident reading everything prior to a hands on experience then I certainly encourage them to do so.

To measure my success and effectiveness, throughout the course I make adjustments while monitoring student assignments, tests, dialogue, attentiveness and progress. At the end of a course I provide teacher evaluations and feedback forms as to what students most and least enjoyed, learned most about and would have liked to have learned more, recommended changes and/or improvements. I then use this feedback to develop new strategies for engaging student participation to meet teaching goals and improve upon learning objectives.