

AIDA BARSAN-ANELLI

703.254.3579 ajida@barsanonlineproducer.com

Website: www.BarsanOnlineProducer.com

LinkedIn: [linkedin.com/in/aidabarsan](https://www.linkedin.com/in/aidabarsan)

Summary

Hard-working and reliable virtual producer skilled in Adobe Connect and Zoom. I am also open to producing on other platforms like Webex, GoToMeeting, Microsoft Teams, Blackboard and more. I have strong abilities in planning, organizing, and configuring “virtual classrooms.” I have great communication skills, both written and verbal. I am a highly organized and efficient individual whose thorough and precise approach to projects has yielded excellent results.

I’ve been excited by the virtual learning environment, especially with our new normal. Working as an online producer has given me the opportunity to sit in on some very impressive courses. It is also rewarding to help facilitators and SMEs create dynamic, engaging, and useful online classes. In the past I worked as an engineer doing transportation and highway research, analysis, and modeling for George Mason University.

Key Skills

- Adobe Connect Room Setup & Troubleshooting Including: Breakout rooms, shared pods, draw tools, layouts, polls, user permissions, and much more
- Zoom Setup & Troubleshooting Including: Assigning attendees to breakout rooms, creating polls, sharing screen and whiteboards, and annotating
- MS Teams Setup & Troubleshooting Including: Creating a meeting in MS Teams, setting the meeting options, share files with participants, managing the audience and assigning attendees to breakout rooms, creating polls, sharing screen and whiteboards, and annotating
- WebEx MC Setup & Troubleshooting Including Assigning attendees to breakout rooms, uploading the necessary participant materials, sharing screen and whiteboard, using annotations
- Instructional Design with a key focus on user engagement in the online environment
- Highly proficient with Microsoft Office Including Access, Excel, Word, PowerPoint, Outlook
- Adobe Acrobat & Adobe Photoshop
- Programming Language: Visual C++
- Operating Systems: Linux, Unix, Windows, and Mac

Professional Experience

Virtual Technical Producer | MS Teams, Zoom, , Adobe Connect, WebEx MC

Virtual Learning Collaborative VLC, Rochester MN

(April 2021 – Present)

- Plan, organize, and configure “virtual classroom” training to optimize the experience for students and instructors/facilitators
- Monitor attendance, chat, and participant engagement
- Prepare and manage virtual classroom materials by creating polls, uploading, and sharing media files, helping with all the interactive activities, facilitating breakout sessions and monitoring chat pods
- Manage breakout rooms, screen share and any other necessary tools to ensure smooth classroom engagements and activities
- Taking snapshots of whiteboards and helping the facilitator with the breakout activity debriefs
- Provide support and troubleshoot any technical issues

Virtual Technical Producer | Zoom

AACSB, Tampa FL

(September 2020 – Present)

- Plan, organize, and configure “virtual classroom” training to optimize the experience for students and instructors/facilitators
- Prepare and manage virtual classroom materials by creating polls, uploading, and sharing media files, helping with all the interactive activities, facilitating breakout sessions and monitoring chat pods
- Advancing the slides and helping the facilitator navigate smoothly through the class materials
- Manage breakout rooms, screen share and any other necessary tools to ensure smooth classroom engagements and activities

Virtual Technical Producer | Adobe Connect

American Management Association AMA, New York NY

(September 2020 – Present)

- Plan, organize, and configure “virtual classroom” training to optimize the experience for students and instructors/facilitators
- Update templates and content in Adobe Connect
- Schedule rehearsals with the facilitator to ensure successful delivery
- Open, greet, and serve as the virtual technical contact for the live sessions
- Monitor attendance, chat, and participant engagement
- Prepare and manage virtual classroom materials by creating layouts, launching polls and interactive activities, facilitating breakout sessions and monitoring chat pods
- Launch applications, manage breakout rooms, screen share and any other necessary tools to ensure smooth classroom engagements and activities
- Provide support and troubleshoot technical issues (e.g., logging in, site navigation, tool functionality, connectivity issues and audio failures) for anyone attending an online classroom or webinar

Virtual Technical Producer | Zoom, MS Teams

Independent Contractor, Tampa FL

(June 2020 – Present)

- Direct and lead the virtual classroom environment ensuring a flawless production in audio and visual format
- Manage material content
- Schedule rehearsals with the instructor to ensure a successful delivery
- Launch interactive activities at appropriate points
- Facilitate breakout sessions in a timely manner

Research Engineer

CCSA/George Mason University, Fairfax VA

(October 2018 – Present)

- Worked on validating both the 2014 Chevrolet Silverado 1500 and the 2018 Dodge Ram pickup trucks fine and coarse mesh finite element models under various impact scenarios
- Worked on calibrating the suspension models for both pickup trucks by creating and validating the pendulum test setups under various failure testing modes

Research Engineer

DOT/NHTSA, Washington DC

(April 1998 – April 2018)

- Provided engineering support in the small overlap and oblique crashes research program
- Provided technical and modeling support in the fleet safety evaluation of new vehicle designs with application to lightweight vehicle designs
- Provided modeling support in the motorcoach safety research program by modeling the seats and compartmentalization safety countermeasures using MADYMO solver
- Provided technical support in the school bus crashworthiness research program
- Created a series of engineering models to support the heavy truck safety research program

Education

George Washington University, Washington DC

(January 1996 – December 1997)

MS, Mechanical Engineering

Petroleum and Gas University, Romania

(September 1987 – June 1992)

BS/MS, Mechanical Engineering

Certificates

“Adobe Connect for Producers: Boot Camp” Beginner & Intermediate

onlineinstruct.com

(July 27 – August 31 2020)

“Zoom for Producers and Hosts” Beginner & Intermediate

onlineinstruct.com

(June 25-30 2020)

References

Available upon request.