# Nancy Grant

**Instructional Designer**
**E-learning Developer**

(202)480-6051

nancy.n.grant98@gmail.com

Rockville, MD.

https://www.linkedin.com/in/nancy-grant-4b3a658/

Website: https://www.nikkig79.com

Sought-after subject matter expert with advanced skills in using the (P)ADDIE and SAM models, synchronous and asynchronous learning, e-learning development, Bloom's Taxonomy, 508 compliance processes, and project management. Recognized for her ability to work collaboratively with inter-agency Department of Defense personnel and the private sector in high-pressure situations and tight deadlines. Has been a vital asset in developing and managing several Human Capital Courses, military courses, staff-level training, new hire training, and exercise programs.

## Experience

**Lead Instructional Designer**
*Leyden Solutions*
April 2024-present

Working remotely, I am currently the lead instructional designer on a team using ADDIE to develop a blended learning project for the Defense Counterintelligence and Security Agency (DCSA). The project involves creating eight new blended learning courses in Articulate Storyline, including 30 lessons and Level 1-4 evaluations, as well as developing and maintaining the training page on their LMS. These courses will train over 500 new and current employees on roles and responsibilities within a critical DCSA office. The project will enable the client to deliver the training in person or virtually, offering greater flexibility.

**Lead Instructional Designer**
*Guidehouse Inc.*
May 2023-April 2024

Served as the lead senior instructional designer for a 4-person team on the first phase of a four-phase AGILE blended learning project that combines e-learning with classroom instruction, utilizing development tools such as Camtasia, Adobe Captivate, and Snagit. The project involves designing and creating over 70 blended courses to train 2000 end-users on how to operate one of Oracle's SaaS systems, Human Capital Management (HCM). This cloud

platform is the client's first; they currently do not use a cloud-based solution for their human resource needs.

**Senior Instructional Designer**
*Peraton Inc.*
August 2022-May 2023

As the project lead of a four-person team in a hybrid remote setting, I used ADDIE to coordinate the development of a blended learning project for the Office of the Director of National Intelligence (ODNI). The project involved redesigning and enhancing three instructor-led courses and creating several e-learning courses using tools such as Adobe Captivate and Camtasia for an organization of over 500 people. The project enabled the client to deliver the material in person or virtually, providing greater flexibility.

**Program Manager- Instructional Designer (Government Civilian GS-14)**
*US Navy/USFLEETCYBERCOM*
August 2020-August 2022

Using ADDIE, led a team of 16 to design and develop a blended asynchronous learning program for an organization of 450 personnel. Wrote a new training policy and training plan that outlined the guidelines provided by the Navy for the organization's operational training needs. This blended learning program involved designing and developing training materials and e-learning for annual training events. The program aligned with the supporting training tasks outlined in the U.S. Navy's Operational Standardization Manual for preparing for real-world operations.

**Senior Training Manager**
*Varen Technologies*
November 2019-August 2020

Using ADDIE, I designed and developed instructor-led training for a government-sponsored cyber planning course to improve the cybersecurity knowledge of all US military branches. This course is delivered to all branches at two different locations across the US. Managed seven training needs analyses with 150 SMEs across all military branches to coordinate functions related to organization, policies, methods, and procedures for unit and operational level training and exercises.

## Education, Certificates, and Badges

May 2021
**Bachelor of Arts** in Intelligence Studies (counterintelligence), American Military University

May 2026
**Master of Science in Education** in Curriculum and Instruction (Learning Design and Technology), Purdue University

April 2023

**Graduate Certificate,** Instructional Design and Technology, Purdue University Global

November 2023

**Camtasia Explorer Certificate,** Camtasia

February- April 2025

**Purdue University Badges for:** Interaction and Assessments, Presentation Tools, Research Tools, and Website Design.

## Skills and Tools

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|---|---|---|
| Project management | Program management | Curriculum Development |
| Management | Presentation | Blackboard |
| Problem Solving | Camtasia | Adobe Captivate |
| Articulate 360 | Adobe Creative Suite | SharePoint |
| Data Analysis | Microsoft Project | Microsoft Office |
| Jira | E-Learning development | Oracle HCMS SaaS |
| SnagIT | ADDIE | SAM |
| Bloom's Taxonomy | Moodle | Canva |
| WIX | | |