

## **Curriculum Vitae**

Reba Berry  
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### **Education**

University of Phoenix, Phoenix, AZ  
MSCIS, Master of Science in Computer Information System

Dallas Baptist University, Dallas, TX  
BBS, Bachelor of Business Studies in Management Information System

### **Teaching Experience**

Eastfield College, Mesquite, TX August 2002 – Present  
Instructor (Adjunct) – Business Computer Information Systems, Computer Literacy, Microcomputer Concepts and Applications

- Emphasize the use of computers in business organizations, professional activities and personal life.
- Provide the opportunity for students to improve their skills through the use of class lectures and assignments.
- Discuss topics; computer terminology, hardware and software, applications and systems development, networking and the use of contemporary software.

### **Higher Education Experience**

Eastfield College, Mesquite, TX  
Instructional Associate

- Assist students with lab assignments in an open lab environment using current software applications, programming languages and operating systems.
- Demonstrate the use of SAM (Skill Assessment Manager for Microsoft Office 2007).
- Instruct DCCCD students enrolled in online classes how to login and use ecampus.
- Schedule and teach workshops related to software applications and Computer Center policies and procedures.
- Guide Faculty and Staff through hardware and software related problems.