Wendi Dunlap

2921 17th Ave. S., Seattle, WA 98144

Phone: 206-323-4957 • Mobile: 206-778-7516 • E-Mail: litlnemo@slumberland.seattle.wa.us

Education

Master of Arts (Humanities)   **2010**

California State University - Dominguez Hills, Carson, CA.
MA Thesis: *Surnames and Society in West Yorkshire: An Analysis of Names in the Wakefield Court Rolls, 1274-1352.*

Bachelor of Arts   **1993**

The Evergreen State College, Olympia, WA. Studies concentrated on Journalism and Graphic Design.

Experience

Writer/Editor

- **Edited the *Beacon Hill Blog*,** a neighborhood news blog for the Beacon Hill neighborhood in Seattle. Wrote, researched, and edited stories, designed and created ads, took and edited photographs. Oversaw work of volunteer contributors. Through a partnership with KOMO news, contributed to the Beacon Hill and Georgetown blogs on komonews.com. Used software including Wordpress, Adobe Photoshop, Microsoft Word, and Evernote. *(Beacon Hill Blog, beaconhill.seattle.wa.us. 2008-present.)*

- **Contributed an article to *Sports Around the World: History, Culture, and Practice*,** a topic encyclopedia edited by J. Nauright. *(Published by ABC-CLIO in April 2012.)*

- **Edited *Resurrected Recipes*,** a blog about historic cooking, the interpretation and testing of historic recipes, and the history of kitchen technology. *(Resurrected Recipes, resurrectedrecipes.com. 2009-present.)*

- **Additional writing and editing work** includes: Technical editor for the book *Using Aldus FreeHand 3.0*, written by Sharyn Venit and Bruce Fraser and published by Bantam Computer Books. Contributing writer for the *Cooper Point Journal* (Olympia, WA), the *City Collegian* (Seattle, WA), *The Rocket* (Seattle), *Backstreets* (Seattle), *YEAH*! (Seattle), *Backlash* (Seattle), and *Amazing Heroes* (Seattle). Calendar Editor, Layout Editor, and Production Manager of the *Cooper Point Journal*. Contributing Editor of *Backstreets*. Arts and Copy Editor of the *City Collegian*. Publisher/Editor of *YEAH*! Editorial Associate of *Backlash*. Wrote, typeset, copy-edited and proofread copy. Used Macintosh and Compugraphic typesetting equipment. Designed publications. Designed and created ads. Pasted-up and laid-out typeset copy. *(1985-1993.)*

World Wide Web Site Designer/Tester/Educator

- **Taught beginning HTML courses to students at the Art Institute of Seattle.** Covered basic Internet concepts including HTML and XHTML coding; working with images, tables, and Cascading Style Sheets; and beginning site design and information architecture. Wrote online textbook (URL available by request) for use in basic web development courses. Was trained in Adult Education concepts. Maintained and operated online courses using Moodle and eCollege software. *(Art Institute of Seattle, 2323 Elliott Avenue, Seattle, WA 98121. 1997-present.)*

- **Designed and maintained websites for non-profit organization.** Created websites to promote events, provide information, and organize group activities. HTML and CSS coding, image editing, and content creation. Provided support for site code, design, and operational issues. *(Various websites for groups within the Society for Creative Anachronism. 2001-present.)*

- **Designed and maintained Rubber Trouble rubber stamp e-commerce web site.** Involved in all aspects of site development, including HTML coding, graphic design, image creation and editing, creation of style

sheets and JavaScript rollovers, writing, proofreading, and testing. Software used to do this job includes: Adobe Photoshop, BareBones Software BBEdit, Fetch, and various web browsers including Internet Explorer, Firefox, Chrome, and Safari. *(Self-employed. 1998-2009.)*

- **Tested and proofread intranet web pages to meet corporate standards.** Wrote bug reports. Wrote code to solve page problems. Created and edited graphics to match design specs. *(Contract position at iSeer Technology Consultants via Engineering Corporation of America, 2705 California Avenue SW, Seattle, WA 98116. 1998-1999.)*

- **Taught beginning HTML courses to students at the School of Visual Concepts.** Covered basic Internet concepts, HTML coding, working with images, and beginning site design. *(School of Visual Concepts, 500 Aurora Avenue North, Seattle, WA 98109. 1996-1997.)*

- **Designed and maintained World Wide Web sites including the award-winning city guide Seattle: The Emerald City** (Seattle Times' "Best of the Web" regional winner for 1996). Was involved in all aspects of site design, including HTML coding, illustration, scanning, photography, image creation and editing, animation, writing, proofreading, and testing. *(Seanet, 701 Fifth Avenue, Seattle, WA 98104. 1994-1997.)*

   Has experience using Macintosh OS X, Windows, and Unix systems.

Search Engine Quality Rater

- **Evaluated and rated the quality and accuracy of search engine results for a major search engine.** Used research skills to understand the relevance of results to user queries. Communicated with supervisors and other raters to discuss the reasoning behind rating decisions. Used custom software to complete tasks. *(WorkforceLogic, workforcelogic.com. 2007-2008.)*

Graphic Arts Production Artist, Designer, and Illustrator

- **Did design and production work including free-lance logo, ad, and publication design; typesetting; illustration; editing; and proofreading.** Specialized in design for the music industry: album/cassette covers, newsletters, posters, and press kits. Clients included: Salon Twenty Eight, Stewart Brothers Coffee, Aloha Graphics, Office and Professional Employees International Union Local 8, Backlash Magazine, Gavin's Howse TV show, Jellyfish Music, Tough Suspect Records and At Your Fingertips. Designed and illustrated daily infographics for The Olympian daily newspaper in Olympia, WA. Served as a design consultant for the Cooper Point Journal, Olympia. Software used includes: Adobe PageMaker, Macromedia FreeHand, Adobe Illustrator, Adobe Photoshop, SuperPaint, HyperCard, Microsoft Word, TypeStyler, and Write Now. *(1986-1994.)*

Software Support Technician

- **Provided technical support for Aldus PageMaker, PrePrint, and FreeHand software**, via telephone, e-mail, and letter. Tested Aldus software and reported bugs. Used Aldus products extensively and received specialized training. Edited Customer Services departmental newsletter, *Dialog*. Created Technical Support Mac Software Library On-Line Checkout System in HyperCard 2.0 (design and scripting). Served on the Multimedia project core group. Special training in HyperCard and SuperCard. *(Aldus Corporation, 411 First Avenue South, Seattle, WA 98104. 1990-1991.)*

- **Provided technical support for users of Seanet's Internet services**, especially Macintosh users. Assisted people in installation of MacTCP, InterSLIP, and MacPPP, and in use of PPP/SLIP programs. Wrote documentation to assist Mac users in getting their PPP/SLIP connections up and running. Wrote documentation to assist UNIX shell users in learning to use their accounts and to use the Internet. *(Seanet, 701 Fifth Avenue, Seattle, WA 98104. 1994-1995.)*