



ANANDI SILVA KNUPPEL

PROJECT MANAGER & EDUCATOR

anandi.silva.knuppel@gmail.com

SELECT EXPERIENCE

Sep 2016 - Present Promoted to manage a university-wide digital scholarship internship program that focuses on developing new forms of professional development opportunities for graduate students and to manage digital projects, programming, and processes for ECDS. Present at national and international conferences and give invited talks on the ECDS digital scholarship internship program, applying digital tools in the classroom, and innovative forms of immersive publishing.

EMORY CENTER FOR DIGITAL SCHOLARSHIP (ECDS)

TRAINING COORDINATOR RESPONSIBILITIES

- Manage all aspects (HR, training, documentation, project timelines and workflows, professional development, recruitment) of growing, university-wide 35+ student internship program.
- Develop project workflows and processes that best fit the unique vision of the internship program, aligning project management best practices with academic and alternative academic environment expectations.
- Oversee professional development tracks of graduate students in the internship program, matching students with appropriate research and teaching opportunities, development programs, and scholarships.
- Spearhead design and implementation of university's first digital badging program to provide student-driven, nonlinear, and informal professional development offerings to internship program participants.
- Increase the visibility and diversity of the student internship program across university departmental and administrative units. Applications to student internship program doubled in first year.
- Initiate contacts with digital scholarship labs in the US and Canada to create a graduate student professional development consortium.

SPECIAL PROJECTS LIAISON RESPONSIBILITIES

- Manage concurrent web projects for university clients through consultation, development, launch, and maintenance coordinating between context experts, technologists, and administrative stakeholders.
- Consult, research, and make recommendations on project processes, sustainability, accessibility, platforms, communications strategy and faculty and administrative engagement.
- Develop and maintain WordPress-based projects for university clients.
- Manage 25+ programming offerings year-round, develop new opportunities, and create partnerships across campus. Initiatives saw a 3x increase in attendance in first year.
- Teach multiple yearly public workshops, classroom lectures, and lead courses on professional development in digital scholarship, leveraging digital tools for research and pedagogy, and online teaching.
- Write development grant funding applications for ECDS projects.

Jan 2014 - May 2016 Began position as a part-time digital scholarship consultant and content producer and was quickly promoted to full-time developer status focusing on course content Instructional Content Developer/ Digital Scholarship Consultant production, project development and management, and development of center policies and programming. Presented projects and initiatives at multiple national conferences.

EMORY CENTER FOR DIGITAL SCHOLARSHIP (ECDS)

DIGITAL SCHOLARSHIP CONSULTANT RESPONSIBILITIES

- Assisted diverse university clients with online and hybrid course development, teaching digital assignments, and multimedia production.
- Taught WordPress courses and provided one-on-one consultations for students, faculty, and staff from Emory University and Medical System.

OBJECTIVES

Seeking to lead a team that works closely with clients to translate their needs into creative, sustainable solutions and to provide team members with the resources to make those projects happen.

EDUCATION

2018
PhD Religion
Emory University
Certificate: Religious Practices

2011
MA Religion
Duke University

2004
BS Astronomy, with Special Honors
BA Physics, with Honors
University of Texas at Austin

SKILLS

Project Management Trello, Pivotal Tracker, Agile/Scrum

CMS WordPress, Drupal

Course Management Canvas, Badgr

Code HTML, CSS, LESS, PHP, Bootstrap, MATHML, LaTeX, XML/DITA

Media InDesign, Photoshop, Lightroom, Premiere, Final Cut Pro, Audacity

Text and Cloud MS Office, Google Docs, Acrobat, Microsoft Box, Dropbox, Evernote, GitHub

LANGUAGE

Spanish Intermediate Reading, Speaking

Hindi Advanced Reading, Writing, Speaking

French Basic Reading, Speaking



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SELECT EXPERIENCE CONTINUED

- Created training documentation and video tutorials for undergraduates, graduate students, faculty, and staff for web publishing and media editing.
- Assisted with event coordination and instruction for faculty and graduate student workshops in digital research and pedagogy.

INSTRUCTIONAL CONTENT DEVELOPER RESPONSIBILITIES

- Created and maintained technical, training, and public-facing documentation in support of Digital Scholarship Internship Program.
- Produced video content for several interdisciplinary and multimedia websites, medical school online courses, Coursera courses, and interdepartmental video projects for multiple teams.
- Trained and managed graduate student assistants in media production and web projects.
- Developed and coordinated the new Digital Scholarship (DS) Residency program to foster the sharing of digital research and pedagogy theories and methods between the broader DS community and Emory University.
- Managed, produced, and supported web- and video-based projects from initial proposal through launch and project maintenance.
- Consulted with faculty and staff to develop and maintain non-traditional, multimodal publishing websites in multiple platforms.
- Assisted in Tier-1 support for Emory's Multisite WordPress platform.
- Managed the web development and assisted in the production of several high profile projects including: Georgia Coast Atlas, Excavating Samothrace, Practical Matters Journal, and Holocaust Denial on Trial.

**Apr 2007 - Jun 2008/
Feb 2011 - July 2012**
Technical Writer/Staff
Technical Writer

Began as an entry-level Technical Writer and was quickly nominated for internal production awards. Returned after acquiring a master's degree to be promoted to Staff Technical Writer and gained promotions and award nominations within a year. Beyond primary responsibilities, also created new coding products to assist technical communications team and presented at internal conferences.

NATIONAL INSTRUMENTS RESPONSIBILITIES

- Worked with global Agile software and hardware teams, technical writing and production teams, localization teams, and management from multiple departments to produce print and online support documentation for worldwide customers.
- Coordinated between multiple national and international stakeholders to create, review, and edit content for print and online HTML/DITA technical and educational documents.
- Assisted in curriculum development and documentation for internal and client-facing courses in radio frequency software and hardware.
- Managed multiple concurrent technical writing projects as a part of traditional waterfall and Agile/Scrum teams, including filling in for other writers on truncated time scales.
- Spearheaded implementation of new DITA framework for all print and online documentation in high profile hardware and software release.
- Trained junior technical writers and oversaw their content production and editing in Austin, TX and Bangalore, India for multiple concurrent projects.

PROFESSIONAL INTERESTS

Project management // Curriculum design // Software development // Community outreach // Editing, design, style

OBJECTIVES

Seeking to lead a team that works closely with clients to translate their needs into creative, sustainable solutions and to provide team members with the resources to make those projects happen.

SELECT AWARDS

U.S. Fulbright-Nehru Fellowship 2016

American Institute of Indian Studies
Fellow
2010, 2013, 2016

U.S Critical Language Scholar 2016

Emory University Graduate Diversity
Fellowship

Foreign Language and Area Studies
Fellowship 2009 & 2010

UCSB Physics Research Fellowship 2005

ACADEMIC POSITIONS

The Programming Historian
Editorial Board Member

Visual Anthropology Review
Editorial Assistant

Dance Film India
Humanities Consultant

Connected Bhakti Bibliographies Database
Digital Publishing consultant

ADDITIONAL INFORMATION

Additional information about my industry and publishing experience, academic work and teaching, and community outreach can be found at:

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

anandileela.com



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As a project manager and educator with over ten years of combined experience in management and curriculum development, I am eager to apply for the Learning Specialist or Manager position on the McKinsey Digital Labs team. After speaking with former Emory colleague and current Senior Digital Analyst at McKinsey Digital Labs, Alan G. Pike, about the outlook, culture, and projects at McKinsey, I am excited about the possibilities in combining my multidisciplinary experience in academia and industry with the processes of the Digital Labs team to bring fresh perspectives to the position.

In my current position at the Emory Center for Digital Scholarship (ECDS), I manage a growing internship program geared towards providing professional development opportunities to graduate students to prepare them for a wide variety of careers. I connect participants with research and teaching projects in their areas of interest, project manage at a high level to ensure that departmental, specialist, developer, and intern expectations align, and act as a communications liaison between project stakeholders. I spearheaded training initiatives in the form of Emory's first open digital badge program, finding and building training modules and opportunities for program participants to excel in their project work and careers in academia or industry. The digital badge program takes a student-centered approach, eliciting feedback from participants on what skills and courses they need to be successful and implementing backwards design to develop courses with those greater goals in mind. At each step of the program, from entry into research or teaching teams to requiring support to move into technical lead or project coordinator roles, I assess the success of the program in meeting the needs of the students for their professional development goals.

My work at ECDS continues the curriculum development work that I began as a Staff Technical Writer at National Instruments (NI). In my roles at NI and ECDS, I worked on teams that spanned multiple units and alongside stakeholders with diverse needs to produce educational and professional development content and curricula for internal and external clients. At NI, I worked closely with global content matter experts on Agile teams, peer editors, internal and external vendors, and management to ensure that course materials adhered to client expectations and reflected the vision of the organization. At ECDS, I work with media production and online/hybrid instructional design teams in multiple units to leverage new technologies in the delivery of interactive and immersive content to diverse audiences of learners. Additionally, I work to bolster support for the internship program and its curricula with administrative units across campus, aligning the goals of the program with university-wide initiatives. In both roles, I provided consultations to managers and directors to assess content and delivery platforms for course offerings, ensuring that curricula were up to date with the latest trends in support documentation or digital scholarship.

My roles at NI and ECDS parallel my background as an educator in humanities, science, and technology fields. In these roles, I conducted large-scale workshops and one-on-one tutorial sessions in theories and methods of a wide range of technologies. As an educator in the academy, my pedagogy has focused on student-centered approaches that take seriously the purpose of learning outcomes and goals. In my classes and in the courses that I produce for clients, I work from the needs and goals of the student to determine the most appropriate forms of content, assignment, assessment, and delivery that are accessible to all students.

As I build on my development experience in industry and academia, I am looking for a position that balances independent and team-based work with project management and production, all apparent qualities of the Learning Specialist or Manager position at McKinsey. Feel free to contact me for any questions regarding my application materials or qualifications. I can be reached at anandi.silva.knuppel@gmail.com or at 470.985.1028.

Sincerely,
Anandi Silva Knuppel

TO
MCKINSEY
DIGITAL LABS TEAM

POSITION
LEARNING SPECIALIST
OR MANAGER