Adam Rentz

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Experience

Missouri University of Science and Technology   *Rolla, MO*
- Graduate Teaching Assistant   Aug 2023 – May 2024
  - Fulfilled all the duties of an instructor in a collegiate technical writing course, including hosting in-class meetings and lectures, grading assignments, assigning homework, holding office hours, and managing a classroom of students
  - Learned effective instruction strategies through direct collaboration with professors in the department, and worked with other teaching assistants to incorporate those strategies into my own course
  - Adhered to FERPA regulations to protect student information

TRIMEDX   *Remote*
- Product Owner Intern   Jun - Aug 2023
  - Broke down large software features into manageable tasks that could be assigned to team members within an agile software development lifecycle
  - Continually checked in with developers to ensure that they had all the information they needed to complete their work successfully
  - Frequently updated my supervisor on progress during meetings

Missouri University of Science and Technology   *Rolla, MO*
- Undergraduate Research Assistant   Jan - May 2023
  - Assisted professors from three departments in setting up and executing a comparison study of smart home devices from Apple, Google, and Amazon
  - Conducted, gathered, and coded data from over 25 user experience tests with participants from the S&T campus community
  - Assisted in the development of an upcoming paper regarding the study

Missouri University of Science and Technology   *Rolla, MO*
- Student Assistant IT   March 2022 – May 2024
  - Created documents, media, communications plans, and automation flows for the Missouri S&T IT Department
  - Assisted the IT department in distributing information about our services and other important topics to the campus community
  - Edited the S&T IT website to update information, advertise new programs and software, and highlight upcoming changes to the IT landscape at S&T

Education

Missouri University of Science and Technology (Missouri S&T)
- M.S. Technical Communication
- B.S. English and Technical Communication - Magna Cum Laude

Skills

- Web Content
- Document Design
- Technical Writing
- Video Editing
- Graphic Design
- Brand Compliance
- Public Speaking
- Adobe InDesign
- Adobe Premiere
- Microsoft 365
- Google Workspace
- HTML/CSS

Activities

- Southwinds Magazine
- CSCA 2023 Conference Presentation
- Panoply Newsletter 2022
- Missouri S&T Rocket Design Team