



Out Source Projects, Inc.

www.OutSourceProjectsInc.com

Facilitation

- Facilitate articulation meetings between college & high school faculty (from 9 consortia) in order to offer Articulated College Credit (ACC) for Career & Technical Education courses for high school students (www.CTEcreditMN.com)
- Facilitated course content standards revisions for CTE (Career & Technical Education) clusters through NC3T (National Center for Career & College Readiness) <http://nc3t.com> in the state of South Dakota -

Teaching & Training

- South Dakota Department of Labor & Regulation - Nationally Certified Work Ethic Trainer for "Bring Your 'A' Game to Work" Workshops
- Medical Terminology on-line course (Moodle & D2L)
- Website navigation & training for college and high school stakeholders <https://ctecreditmn.com>
- Teach business owners how to update their own website through specific website platforms
- Created course registration guide for the Seed Academy

Website Creation

- Website creation (Concrete 5 platform), content writing, review and updates www.DaughtersofNorway.org
- Website creation (WordPress Software) & content writing <https://stpaulicemeterysd.org>
- Website creation (WordPress Software) & content writing <https://bluewater-mn.com>

Curriculum Writing

- Introduction to Manufacturing in MN collaboration with Dream It. Do It. Minnesota <http://www.dreamitdoitmn.com/educators/>
- Manufacturing Mini-Challenges, collaborative effort with Dream. It. Do It. Minnesota <http://www.dreamitdoitmn.com/educators/>
- Adopt-A-School Guide, collaborative effort with Dream It. Do It. Minnesota <http://www.dreamitdoitmn.com/educators/>
- Create articulated college credit agreements. <https://ctecreditmn.com>

Grant Coordination

- Carl D. Perkins grant writing & performance reviews
- NSF grant proposal review

Career Camps

- Coordinate Middle and High School Career Camps in IT, Medical Careers, Manufacturing, CTE General
- Taught Medical Career Camps

Technical Writing

- ASE (Automotive Service Excellence Education Foundation) self studies (secondary & post secondary programs)
- Career Monographs (research & proofreading)
- PLTW (Project Lead The Way) Certifications
- Radiologic Technology program accreditation self study (Joint Review Committee on Education in Radiologic Technology - JCERT)
- Policy/Procedure/Operational Manuals
- Standard Operating Procedures (SOP)

Publications

1. Dream It. Do It. Minnesota (2018 publication). ***Manufacturing Mini Challenges***
2. Dream It. Do It. Minnesota (2017). ***Adopt-A-School Guide Revised Edition***
<http://www.dreamitdoitmn.com/adopt-a-school/adopt-a-school-guide-request-form/>
3. Dream It. Do It. (2015) ***An Introduction to Manufacturing, Educator Guide.***
<http://www.themanufacturinginstitute.org/Image/Dream-It-Do-It/Educator-Guide/~media/23704020662B473EB5E024C55481BF09.ashx>
4. Dream It. Do It. Minnesota (2014) ***An Introduction to Manufacturing In Minnesota, Teacher Guide.*** <http://www.dreamitdoitmn.com/teacher-guide/>
5. Nelles-Leger, Ellen, R.N., Ph.D. (2015) ***Tears Change Us: A Spiritual and Stress Management Guide for Tough Times*** – Dedication & Chapter 9 Journey With Me. Stressed for Success, Etc. ISBN: 0-9777294-9-4
6. Dragsten-Haugan, K.J. (2007) ***Journey.*** St. Cloud, Minnesota: Sunray Publishing. ISBN – 13: 978-0-9785081-6-6
7. Dragsten-Haugan, K.J. (1992) ***State Legislative Staff Responses to the National Education Goal of Universal Adult Literacy,*** Self Published. Copyright – Library of Congress