

## **Philip James Wallace MA BA (Hons)**

Profile and Portfolio: <http://www.pjwallace.co.uk> | Email: [philipjameswallace@hotmail.com](mailto:philipjameswallace@hotmail.com)

### **PROFILE**

Employed at King's College London, I have worked in several concurrent web publishing roles since 2007. These include appointments as Website Administrator, e-Learning Technician, and contract VLE Technician. Previously to this employment, my work included roles in both web publishing at London based creative design agencies, and, in other educational roles.

#### **Employment Tasks and Duties**

My work both at King's College London, and, previously at design agencies includes:-

- Project management, website design, content development, administration, and web analytics.
- Assistance with content development for both website pages and modules in the VLE, Blackboard Vista 8.
- Blackboard VLE administration, like enrolment and module rollovers.
- Contributions to graphic design productions.
- Assistance with Audio/Visual productions (video, media file and CD).
- Installation of PC hardware, software and 1<sup>st</sup> line IT support.

#### **Sample Content: King's College London**

##### **Website**

Client: Institute of Psychiatry, King's College London.

My roles: Website administration, content development, and web analytics.

Project: Mental Health Studies Programme: <http://www.mentalhealthstudies.iop.kcl.ac.uk>

##### **Flash Video**

Client: French Department, King's College London.

My roles: Video camera operator. Compression of video to Flash .FLV format.

Project: Flash video, to advertise MA degree course.

[http://streaming.ulcc.ac.uk/progress.php/kings/KCL\\_Modern\\_Language/dissertation.flv](http://streaming.ulcc.ac.uk/progress.php/kings/KCL_Modern_Language/dissertation.flv)

##### **Webpage design**

Client: Modern Language Centre, King's College London.

My roles: Webpage design.

Project: Arabic Pronunciation for Beginners

[https://www.kcl.ac.uk/schools/humanities/depts/mlc/elearning/placetests/arabic\\_pronunciation/arabic-pronunciation-01.htm](https://www.kcl.ac.uk/schools/humanities/depts/mlc/elearning/placetests/arabic_pronunciation/arabic-pronunciation-01.htm)

#### **Sample Content: Creative Design Agencies**

##### **Website**

Client: International Facilities and Property Information Limited.

Agency: Enigma Publishing Limited.

My roles: Website content development and administration.

Project: <http://www.int-fpi.com>

##### **Illustration**

Client: 3i.

Agency: Interactive 1 Group.

My role: Digital Illustrator.

Project: <http://www.pjwallace.co.uk/content/web/images/3i/3i.html>.

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### **Employment History\***

KING'S COLLEGE LONDON, 2007-present  
E-Learning Technician, VLE Technician, and, Website Administrator

SOUTH EAST ESSEX COLLEGE, 2003-2004  
Enrolment Assistant

PAPER WHITE LIMITED, London, 2001-2002  
HTML Coder

ENIGMA PUBLISHING LIMITED, London, 2000-2001  
Web Administrator

GHA GROUP LIMITED, London, 1999  
Designer

INTERACTIVE 1 GROUP, London, 1998-1999  
Digital Illustrator

SOUTH EAST ESSEX COLLEGE, 1996-1998  
Associate Lecturer, Media and Performing Arts

\*Edited to include creative or education work only.

### **Education**

UNIVERSITY OF WESTMINSTER, 1998-1999  
Master of Arts Degree in Design and Media Arts with Merit

UNIVERSITY OF LINCOLN, 1993-1996  
BA (Hons) Media Production, Upper Second Class Honours Degree

SOUTH EAST ESSEX COLLEGE, 1992-1993  
Art and Design Foundation BTEC National Diploma

SEEVIC COLLEGE / FITZWIMARC SCHOOL, 1981-1988  
X3 Advanced Level Examinations, X6 Ordinary Level Examinations

### **PC Production Skills and Experience**

**Web Publishing Software:** Dreamweaver, Fireworks, Photoshop, Flash, Illustrator, Adobe Acrobat 8, Hot Potatoes, PowerPoint, Audacity, Word, WimbaCreate, Wimba Voice Tools

**VLE/CMS:** Blackboard Vista 8, Dotnetnuke

**Mark-Up/Script Languages:** HTML, CSS, DHTML, XHTML, XML, JavaScript (client side), ActionScript 2.0

**OS:** Microsoft WindowsXP/98 and Apple Macintosh 10.4 OS

### **Technical, Professional, Commercial or In-House Training**

CORPS BUSINESS LIMITED, 2008  
Flash CS3: Level 1

KING'S COLLEGE LONDON, 2007-2009  
Blackboard Vista 8, Quick Media Converter, Windows Movie Maker, WimbaCreate, Wimba Voice Tools