



Experience Type: *Providing an accurate description will appropriately set this experience apart from an internship or full-time position.*

INFORMATION TECHNOLOGY EXPERIENCE

Access Database Development Project

Fall 2014

INTRODUCTION TO INFORMATION TECHNOLOGY, Marquette University

- Collaborated as team to plan, design and develop a donor tracking system to streamline the donation process for a non-profit social organization.
- Met with organization representatives to understand information needs and gather user requirements.
- Created complex queries, forms and reports using MS Access.
- Presented completed database to client.

Results Focused: *Providing a concise description of the end result of the project helps an employer understand all of the skills you gained.*

Learning Outcomes: *Demonstrates transferrable skills, such as teamwork, and immediately describes the project.*

CLASS PROJECT EXPERIENCE SECTION TIP

Class projects, case studies, and applied learning experiences are valuable experiences. You may create a resume section for class project experiences (as the header above outlines). Or, class projects may be described in your experience section. If you include a class project in your experience section, you will not need a header additional to the experience section header. In an experience section, the Access Database Project and IT Course information will mimic the format of a job title and employer name.