

J. Beth Randall

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EDUCATION

Master of Arts in Applied Linguistics May, 2011

Georgia State University, Atlanta, Georgia

Courses Taken: Teacher Supervision in TESL; Research Methods in Applied Linguistics; Technology and Language Teaching; Materials Design, Development and Publication; Sociolinguistics; Corpus Linguistics; 8250 Second Language Acquisition; Sound System of English; Intercultural Communication; Approaches to Teaching ESL/EFL to Adult Learners; English Grammar for ESL/EFL Teachers

TEFL Certificate May, 2008

The Language House, Prague, Czech Republic

Bachelor of Arts in French (Magna Cum Laude) May, 2007

Georgia State University, Atlanta, Georgia

PROFESSIONAL ESL EXPERIENCE

Graduate Teaching Assistant – IEP Instructor January 2011 to Present

Department of Applied Linguistics and ESL
Georgia State University, Atlanta, Georgia

- ⤴ Teach English language instruction to pre-matriculated international student population the courses of low advanced Extensive Reading, and high beginner Oral Communication in the intensive English program.
- ⤴ Design materials for courses, including tests, quizzes, projects and activities to support the learning objectives specified in the program curriculum.
- ⤴ Collaborate with colleagues to share ideas and create lesson modules.
- ⤴ Generate attendance and grade reports for program administration.
- ⤴ Increase online and technical components to courses to complement in-class instruction (email, digital recordings, video recorded presentations and additional resources on university web-based classroom platform.)

ESL Instructor January to December 2010

ESL Instruction and Consultant, Atlanta, Georgia

- ⤴ Taught Structure and Composition, Intensive Reading, Grammar, Conversation, Vocabulary, and test preparation courses with an emphasis on preparing students for

higher education to students of all proficiency levels.

- ⤴ Designed and implemented program curriculum and syllabi.
- ⤴ Created assessment measures for in-class exams and quizzes.
- ⤴ Analyzed written assessments for level promotion.
- ⤴ Organized social activities for students to various local destinations and attractions.

Graduate Laboratory Assistant – ESL Tutor

August 2009 to December 2010

Department of Applied Linguistics and ESL,
Georgia State University, Atlanta, Georgia

- ⤴ Tutored students in the Intensive English Program, visiting scholars and non-native matriculated students.
- ⤴ Assessed individual student needs and developed one on one activities to help students improve in identified areas of opportunity.
- ⤴ Assisted students to develop self-editing strategies in academic writing.
- ⤴ Enhanced cultural knowledge by acting as a cultural informant for inquisitive students.

Graduate Laboratory Assistant – Activities Coordinator

August to December 2010

Department of Applied Linguistics and ESL,
Georgia State University, Atlanta, Georgia

- ⤴ Supported IEP faculty in student activities and enrichment activities
- ⤴ Produced and published weekly newsletter for Intensive English Program for students.
- ⤴ Facilitated weekly conversation group activities and games for multi-proficiency level groups of between ten and fifty.
- ⤴ Led extracurricular cultural excursions for students in the Intensive English Program.

INTERNATIONAL EXPERIENCE

English Language Assistant

October 2007 to April 2008

CIEP, Ernest Couteaux High School, St Amand Les Eaux, France

- ⤴ Taught conversational English lessons to supplement the French national curriculum.
- ⤴ Employed games, pictures, videos and songs to stimulate student involvement and add diversity to students' experience with English.
- ⤴ Contributed to a cultural exchange between students and teachers.
- ⤴ Facilitated dialogue between teachers to create multi-level, multi-class projects.
- ⤴ Created materials for the classroom and a resource database which are still in use by current assistants.

PRESENTATIONS

- ⤴ Randall, Janet Beth. (September, 2010). Corpus as a second language writing tool.

Southeast TESOL Conference. Miami, Florida.

- ♣ Bal, B. & **Randall, J. B.** (September, 2010). Southeast TESOL Conference. Miami, Florida.
- ♣ Friginal, E., **Randall, J. B.**, Barron, F. J. & Bal, B. (October, 2010). Designing corpus-based lessons in ESL: the use of concordancers. Georgia TESOL conference. Atlanta, Georgia.

LANGUAGES

- ♣ English (Native language)
- ♣ French (Advanced)
- ♣ Spanish (Intermediate)

TECHNOLOGY TRAINING

Operating Systems

Mac OS X

Windows XP, Vista

Software

Nicenet

Google Documents

Google Sites

Youtube

Blackboard internet classroom platform

WIMBA

iMovie

iTunes

Audacity

AntConc

Microsoft Office Suite for Windows and Mac:

- ♣ Word – expert knowledge
- ♣ Excel – advanced knowledge
- ♣ Powerpoint – expert knowledge
- ♣ Outlook – intermediate knowledge

Hardware

Digital camera

Mini digital video recorder

Digital voice recorder

Scanner

Doc-Cam