

Curriculum Vitae

A curriculum vitae is a comprehensive description of your professional academic achievements and may have categories and documentation that go beyond the needs of a standard resume. Individuals who are utilizing this format typically use it for a teaching or research position and is commonly used abroad. It can also be used for grants and fellowships.

Header

Name

City, State, Zip Code

Phone number (Provide the best number where you can be reached.)

E-mail address (Make sure that your e-mail address is professional.)

Education

Full degree name

Expected: Graduation Month and Year

Institution Name, City, State

(If more than one degree, list the highest degree first)

- Only include GPA **if you have a 3.5 or above**
- Include quarters & years on the Dean's list
- Do not include high school experience

Research Experience

Position or Project Title

Starting-Ending Dates (Month Year)

Institution Name, City, State

- Begin with an action verb, what you did, how you did it, and the outcome.

Teaching Experience

Position or Project Title

Starting-Ending Dates (Month Year)

Institution Name, City, State

Begin with an action verb, what you did, how you did it, and the outcome.

- In reverse chronological order, list the course title, level, number of students and responsibilities

College/University – Teaching Assistant

Starting-Ending Dates (Month Year)

Course Title • Principal Instructor, Name

Course Title • Level (ex. Introductory Course in Latin for undergraduate and graduate students)

Honors, Awards, Fellowships, Grants and Funding

List scholarships, awards, or anything relevant to the position. For example:

Official Scholarship Name, Institution Name, City, State

Date(s) Received (Month Year)

Community / Academic Service

Division/Department

Date(s) of Employment (Month Year-Month Year)

Company, City, State

Curriculum Vitae

Posters and Presentations

- List according to departmental/college recommended citation format

Publications

Use departmental/college approved citation format (see example).

Skills

List skills in order of proficiency and/or relevance to your field of study/job. For example:

- Read, write and speak [insert language]
- Choose one - Familiar with, Intermediate or Proficient in Microsoft Word, Excel, PowerPoint and Outlook

Professional Associations

List names of any professional associations/organizations you belong to and is relevant to the position. For example:

Organization Name, Acronym Date(s) of Membership (Month Year)

Dissertation or Thesis

Dissertation or thesis title(s), names of advisor and committee members

Last, F.M. (Date published). Title (Doctoral dissertation or master's thesis). Retrieved from database name.

(Accession or Order no.)

Related Experience

Company, City, State Date(s) of Employment (Month Year - Month Year)

Job Title

- Put jobs in reverse chronological order, most recent first.
- List at least 3 accomplishments or duties that highlight your achievements.
- Use bullet points for organization and visual clarity.
- Begin with an action verb, what you did, how you did it, and the outcome.
- Be consistent in your formatting/style.

CODY COYOTE

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EDUCATION

California State University, San Bernardino - San Bernardino, CA
Bachelor of Arts, Liberal Studies – Integrated Track Expected: March 2018

RESEARCH EXPERIENCE

Research Assistant, Department of Psychology September 2017-June 2018

California State University, San Bernardino, San Bernardino, CA

- Formulated procedures for running the experiments and the schedule for events of the project
- Reported, analyzed and inputted the relevant data for studies
- Presented findings to professors, peers and administrators in various settings
- Learned the IRB procedure for approval with special attention paid to ethical considerations and many other aspects of the research process

Research Assistant, Department of Psychology September 2016-June 2017

California State University, San Bernardino, San Bernardino, CA

- Contributed to the design of experiments, and conducted them in the lab
- Worked with a research team to conduct experiments efficiently
- Completed assigned tasks promptly to further enable progress
- Learned how use various technologies to design, create and conduct Psychology surveys and assessments

TEACHING EXPERIENCE

California State University, San Bernardino September 2017-Present

- Introduction to Psychology • Undergraduate Seminar
- Developmental Psychology • Undergraduate Seminar
- Introduction to Child Development • Undergraduate Seminar
- Observation and Methods in Child Development: Early Childhood • Undergraduate Seminar

HONORS, AWARDS, FELLOWSHIP, GRANTS AND FUNDING

Alice Givens Memorial Scholarship January 2016
Aubrey W. Bonnet Scholarship January 2016
Outstanding Undergraduate Research Award March 2016

COMMUNITY / ACADEMIC SERVICE

California State University, San Bernardino-Coyote Cares Day April 2017
California State University, San Bernardino-Poverty Stimulation May 2017
California State University, San Bernardino-Grad Days May 2017

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POSTERS AND PRESENTATIONS

Czar, K. A., & Dahlen, E. R. (2010, March). Psychopathic personality traits in relational aggression among young adults. Poster session presented at the Annual Convention of the Southeastern Psychological Association, Chattanooga, TN.

PUBLICATIONS

Silverman, R.M., and Sara H.M. (2011, July). "The Effects of Multimedia-Enhanced Instruction on the Vocabulary of English-Language Learners and Non-English-Language Learners in Pre-Kindergarten Through Second Grade." Journal of Educational Psychology, vol.101, no. 2, June 2009, pp. 305-14.

SKILLS

Proficient in Microsoft Word, PowerPoint, Excel, and Outlook
Expert in SPSS, One Search, and PsycInfo

PROFESSIONAL ASSOCIATIONS

Psi Chi	January 2014-Present
American Psychological Association	January 2014-Present
Society for Research in Child Development	January 2014-Present
Society for Research in Human Development	January 2014-Present
Psychology Club	December 2014-June 2016

DISSERTATION

Egana Del Sol, P.A., Skills for sustainable development: Essays on how creativity, entrepreneurship and emotions foster human development. 2017. - ProQuest Information & Learning.

RELATED EXPERIENCE

Coyne and Associates, Riverside, CA June 2016-Present

Early Childhood Instructor

- Provide direct 1:1 intervention to children with autism and/or other developmental delays
- Travel to home and school sites to conduct sessions in the natural environment
- Conduct 1:1 teaching interactions with each child according to the lesson plans developed by program supervisors
- Collect and graph data, interpret trends in data in relationship to the child's progress
- Provide outreach services and parent education to referred families under the supervision of program supervisors