

Denna L. Hintze-Yates

2847 Koreavegen 1, Kolbu, Norge

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E-mail: muse@technicalmuse.com

EXPERIENCE

July 1998 - Present **Self-Employed** (sole proprietorship; organisasjonsnummer: 998 058 600)

Graphic Design and Publishing:

Brochures, book covers, textbooks, custom illustrations, activities (print and web-based), handbooks, newsletters, wedding, birth, and funeral announcements, business cards, logos, letterhead, other templates and graphics as needed on an ongoing basis. Formally credited and acknowledged for various aspects of college/university-level textbooks (cover design, editing, layout, production; see publishing portfolio):

Foundations of Algebra (ISBN 978-1-60263-640-8)

Foundations of Biochemistry (ISBN 978-1-60263-529-6)

Foundations of Chemistry (ISBN 978-1-60263-504-3)

Foundations of Learning (ISBN 978-1-60263-101-4)

Foundations of Mathematics Activity Book (ISBN 978-1-60263-600-2)

Foundations of Pre-Algebra (also credited as co-author) (ISBN 978-1-60263-612-5)

Physical Organic Chemistry (ISBN 978-1-60263-531-9)

Faculty Guidebook 4th Edition (ISBN 978-1-60263-004-8)

Solving Real Problems with Chemistry (ISBN 978-1-60263-513-5)

Math and Graphing Skills 4th Ed. (also credited as co-author) (ISBN 987-1-60263-596-8)

Student Success Toolbox (ISBN 978-1-60263-110-6)

Website Design (and Maintenance):

University courses and businesses (on an ongoing basis) including HTML, DHTML, PHP, scripting, graphics, page components, all fully customized to customer specifications:

Pacific Crest: www.pcrest.com (includes multiple other and related sites)

Transformation of Education: www.transformation-of-education.com/ (interactive Learning Object; many more available on request)

Garden Valley Community Church: www.pastorshane.org (no longer updated as of 2012)

IEC, El Paso: www.iecelpaso.com

English 2311 @ UT El Paso: www.technicalmoose.com/2311/index.html

English 4308 @ UT El Paso: www.technicalmoose.com/4308/index.html

Academy of Process Educators: www.processeducation.org and yearly conference site: www.processeducation.org/peconf/

Casa de Nacimiento www.casamidwifery.com (site is archived; has gone out of business)

Linda Arnold, Midwife: www.larnold-midwife.com/ (still being populated)

Baby Announcement Website: www.technicalmoose.com/jaden/

Employment Relations Consulting: www.collaborative-consult.com

Archive & Information Management:

Maintenance manuals for OH-6 aircraft placed on CD-ROM including fully searchable text and images/schematics and wiring diagrams. CD manuals were sold to the US Border Patrol and are used throughout their aviation section. Creation of *e-Faculty Guidebook* on CD and web-platform. All CDs include AutoPlay menus that allow individuals to browse through menus in a web-like format, using their Internet browser. Creation of slideshows of products on DVD (to include creation of menus, soundtrack and companion CD-ROM) for several companies who sold them commercially. Creation of web-based Instructor Resources where Instructor Edition textbooks and answer keys are made available. Creation and administration of multiple Instructor Resources sites includes ongoing maintenance of secure sites and User Names/Passwords logs. Responsible for assigning and maintaining ISBN numbers for Pacific Crest's publishing division.

April 1997 – May 1998 Raytheon Range Systems Engineering, Andros Island, Bahamas

Technical librarian responsible for all aspects of setting up, maintaining and overseeing Navy and Contract Technical Library. Responsible for ordering, logging and distributing all publications (military, industry and commercial). Conducted research for all departments on the base (Environmental Safety, Logistics, Engineering, Aviation, Housing, Facilities Engineering, Dive Shop, etc.) Responsible to the Navy Explosives Certification Board for the condition of the Explosives Safety Library (received perfect rating during official Navy inspection). Responsible for the condition and disposition of all Navy publications on the base and performed continual audits of same publications (10,000+). Also worked as System Administrator for the Reality System™ requisition and purchase order software which was used solely for project requisitioning. Created and maintained the "Tech Library Web Page" which allowed Federal and Navy CD-ROMs to be made available to all potential users on the base.

December 1995 – July 1996 Chase Manhattan Mortgage Corporation, Austin Texas

Mortgage loan processor and closer specializing in jumbo (\$250,000+) loans. Participated in all stages of loan processing including determination of assets and liabilities, credit analysis, primary and second liens, escrows, title work, appraisals, funding and quality control of files and processes. Processed numerous (50+) files for up to four loan officers, including a top-10 national producer. Interacted with realtors, clients and loan officers on a daily basis. Responsible for creating, organizing and pulling system reports on network and provided system support to include upgrades, network administration and training.

August 1990 – May 1995 University of Texas at El Paso, Western Cultural Heritage Pgm.

Teaching assistant for a three-semester Humanities series beginning with Egyptian culture and literature and ranging through medieval literature to modern writers such as Steven Hawking and Milan Kundera. Lectured, graded and provided aid to students in these courses. Implemented the use of electronic conferencing through the university's mainframe computer as a teaching aid. Formulated basic system design, brainstormed with and supported the telecommunications specialists for the university, wrote manuals for students, professors and other teaching assistants, provided 24-hour availability via the computer conferences to answer student questions and provoke student interaction. (I was a frequent guest lecturer for these courses; recent lectures include *El Cid*, *Dante's Inferno*, *Thomas More's Utopia*, *Machiavelli's The Prince*, *Lucretius' De Rerum Natura* and the Roman Republic period.)

August 1989 – May 1990 **University of Texas at El Paso, Languages and Linguistics Dept.**

Teaching assistant for Latin I and II. Designed curriculum, lectured, assigned and graded homework and exams and formulated exams. Invited to and subsequently attended a CASUS (Classical Association of the Southwestern United States) conference in Cloudcroft, New Mexico.

EDUCATION

May 1995 Graduated from University of Texas at El Paso with a Master's of Arts in Interdisciplinary Studies Degree (MAIS), specializing in the Philosophy of Science. Title of thesis: *A Translation of the Major Authorial and Editorial Prefaces to Newton's Principia Mathematica with Historical and Scientific Annotations*. Graduated summa cum laude with 4.0 gpa.

May 1993 Graduated from University of Texas at El Paso with a Bachelor's of Arts (BA) in Linguistics, emphasis on Latin; minored in History and Philosophy. Graduated on the Dean's List with a 3.60 gpa.

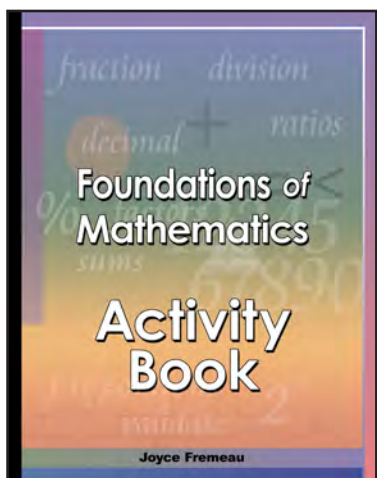
March 2012 Attending norskkurs (5 hours classtime per week) in Lena, Østre Toten.

ORGANIZATIONS

Lifetime member of the Academy of Process Educators, member of Golden Key National Honor Society, member of Phi Sigma Iota (international foreign language honor society), participated in Expanding Your Horizons, a program to nurture interest in the sciences among teenage girls.

Letters of recommendation and transcripts available upon request.

Publishing Portfolio



Foundations of Mathematics Activity Book

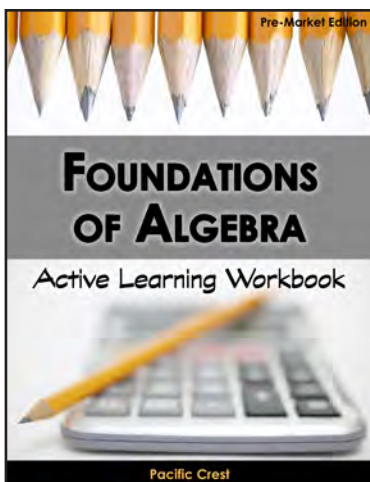
ISBN # 978-1-60263-600-2
2009, Pre-Market Edition

Credited with:

Product & Cover design, Editing

Author Acknowledgments:

I wish to acknowledge and thank Denna Hintze-Yates, editor and designer, for expertly capturing the context of each activity in the introductory scenarios, for graciously implementing our suggestions and freely offering her own to strengthen this work, and for sharing with me her invaluable insights and wit throughout the production process.

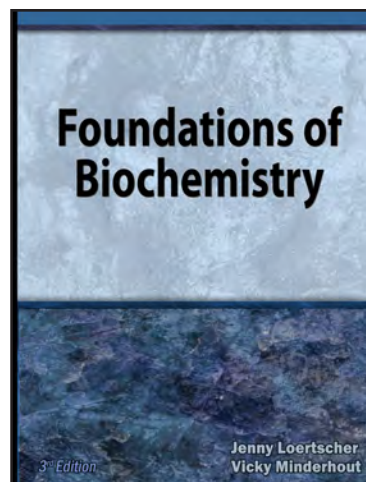


Foundations of Algebra

ISBN # 978-1-60263-640-8
December 2010, Pre-Market Edition

Credited with:

Product & Cover Design, Editing



Foundations of Biochemistry

ISBN # 978-1-60263-529-6
2011, 3rd Edition

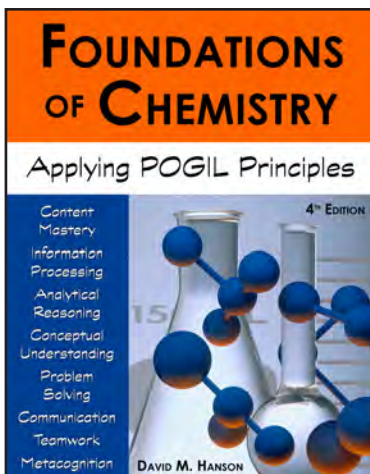
e-flip book: www.pcrest2.com/biochemistry/flip3/

Credited with:

Layout, Production, Cover design

Author Acknowledgments:

We thank Denna Hintze-Yates...for (her) excellent work on the preparation of the books including drawing figures and editing.



Foundations of Chemistry

ISBN # 978-1-60263-504-3

2011, 4th Edition

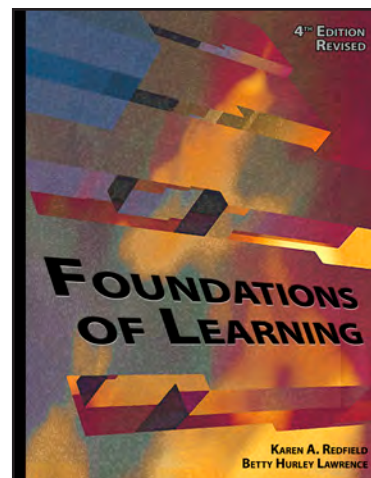
(e-flip book: www.pcrest2.com/foc/flip/)

Credited with:

Editing, Production (also designed cover)

Author Acknowledgments:

The quality of the Fourth Edition was enhanced significantly through the fantastic skills of Denna Hintze-Yates



Foundations of Learning

ISBN # 978-1-60263-101-4

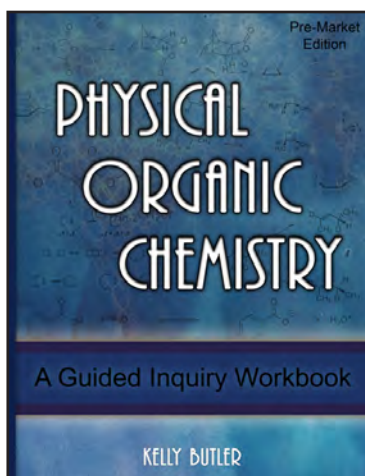
2009, 4th Edition, Revised

Credited with:

Design and Graphics (also designed cover)

Also created accompanying website:

www.pcrest2.com/fol/



Physical Organic Chemistry

ISBN # 978-1-60263-531-9

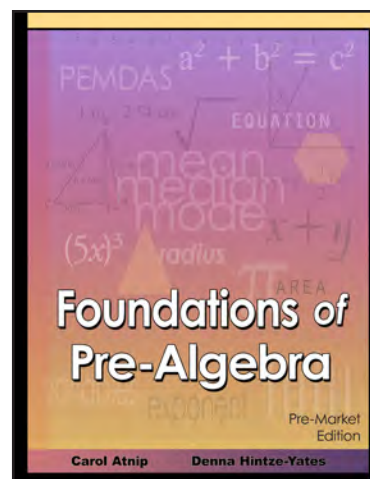
2010, Pre-Market Edition

Credited with:

Editing, Layout, Cover design

Author Acknowledgments:

I thank Denna Hintze-Yates for her excellent work on the layout, cover design, and editing of this book.



Foundations of Pre-Algebra

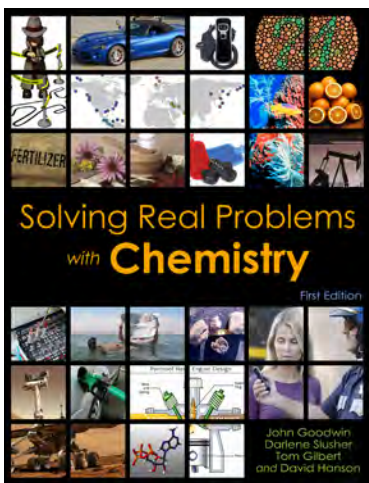
ISBN # 978-1-60263-612-5

2008, Pre-Market Edition

Credited with:

Co-authorship

Layout, Production, Design



Solving Real Problems with Chemistry

ISBN # 978-1-60263-513-5

2009, 1st Edition (2nd Edition also)

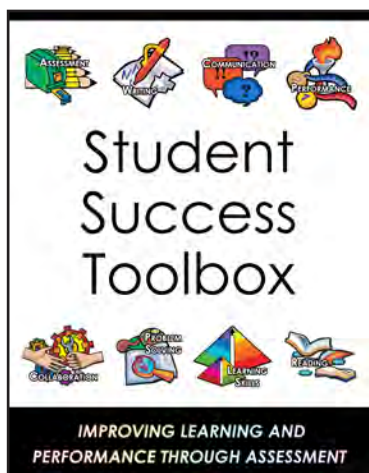
e-flip book: www.pcrest2.com/srpc/flip2/

Credited with:

Layout, Production, Cover design

Author Acknowledgments:

We gratefully acknowledge the valuable composition and editorial skills of Denna Hintze-Yates



Student Success Toolbox

ISBN # 978-1-60263-110-6

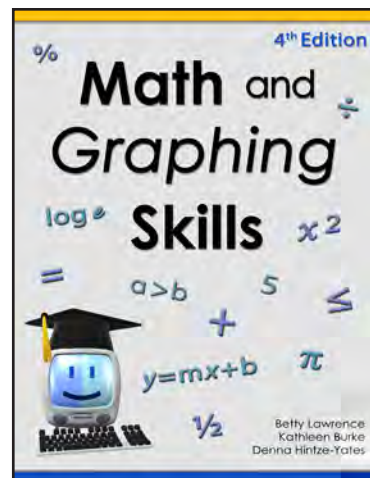
2009, Pre-Market Edition

Credited with:

Layout, Production, Cover Design

Also created interactive online version of the text. Details available at:

www.pcrest2.com/toolbox/intro/learn_more.htm



Math and Graphing Skills

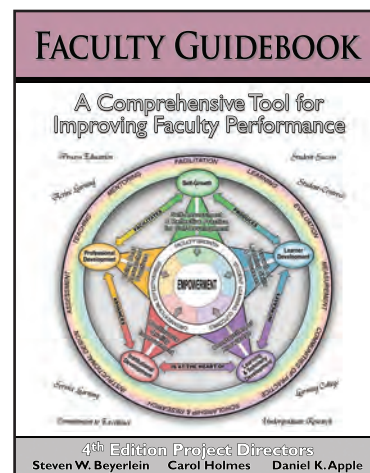
ISBN # 987-1-60263-596-8

2008, 4th Edition

Credited with:

Co-authorship

Cover design



Faculty Guidebook

ISBN # 978-1-60263-004-8

2007, 4th Edition

Credited with:

Layout, Production, Graphics

Also created the e-Faculty Guidebook, a stand-alone web-based interactive version. Details available at:

www.facultyguidebook.com/