

Professional Biography

My name is Rebecca Schallon and I currently work as a lead virtual English tutor at Tacoma Community College while completing my Master's degree at the University of Memphis. While at Memphis, I have worked as both the Writing, Rhetoric, and Technical Communication department Graduate Assistant and as a Teaching Assistant of first-year composition. As a Teaching Assistant, I learned from a rigorous instructor preparation course and applied best teaching practices to create active, differentiated learning opportunities for all types of students.

As Graduate Assistant in Memphis, I assisted with departmental functions, designed promotional tools, and edited documents. While in that position, I learned valuable professional skills working as a technical writer to help design and edit documentation for the 2021 ACM SIGDOC conference, which was co-hosted by the University of Memphis. I also attended the conference and served as an assistant to coordinate the hybrid proceedings and represent the University of Memphis in a discussion panel on advances in technical writing.

Over my three years as a virtual tutor, I earned a level three ITTPC tutoring certification and took on leadership roles to design programs and promotions aimed at connecting students to campus resources. I designed special learning sessions in the writing center based on student needs, including drop-in sessions for scientific and technical writing. I also became familiar with various learning management software and graded hundreds of papers from writers of all majors, improving my ability to give speedy and constructive feedback and doubling student utilization of the writing feedback service.

Prior to my current position as a tutor and graduate assistantship at Memphis, I earned a Masters in teaching high school English with the goal of gaining experience teaching students near the college level. For the teaching practicum required for that degree and teaching certificate, I taught high school English, literature, and English language learning classes. I designed daily activities and objectives for several preps of classes over a five-month time frame and developed flexibility and creativity as I learned to apply English teaching theory.

After being accepted to the University of Memphis in 2021, I have taken courses such as Rhetorical Theory, Web Design and Online Writing, and Empirical Methods of Linguistic Research. By May of 2023, I aim to complete a Master of Arts in English with a specialization in Technical Writing and a graduate certificate in Writing Studies. I previously earned a Master of Arts in Teaching Secondary English in 2020 and a Bachelor of Arts in English with a Teaching specialization in 2019. These experiences in English and teaching have shown me the importance of subject knowledge paired with research-based teaching skills.

Through the various technical writing and design projects represented in this portfolio, I gathered hard skills, becoming familiar with programs such as Wix, WordPress, Squarespace, Canva, Adobe, Office 365, Google Suite, and basic HTML coding. I also learned the use of collaborative workflow platforms such as Slack and JASP research software to pursue qualitative linguistic research into English pedagogy. This has been a long-standing interest of mine;

I am curious about how technical writing principles such as accessibility and visual design overlap with teaching practices and hope to continue research in that area.

In addition, my areas of interest include document design, technical writing, and genre studies. I would love the opportunity to teach English writing and study pedagogy from a modern teaching perspective, investigating ways that technical writing methods can be learned and used to teach student writers. I enjoy creating marketing and promotional materials, and my experience in this area has taught me to be more aware of target audiences and writing exigence. I hope to teach technical writing for appealing, clear, and rhetorical communication in any space, including all the digital spaces that continue evolving.

Through these learning experiences, I have earned valuable skills that will aid me in my future as a technical writer and English instructor, such as design and marketing principles, effective use of educational and design software, and how to anticipate the needs of my clients or students and develop strong professional rapport. I will continue to build on and apply these skills as I strive to become an effective and inspiring writer and teacher.