

# Jean Marie Cook

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## Experience

Aug 2007 – Present

### **Instructor Librarian**

University of West Georgia, Carrollton, GA

- Teach information literacy via sessions and semester course
- Liaison with science departments
- Supervise student technical assistants in reference area

May 2007 – Aug 2007

### **Librarian**

Southern Polytechnic State University, Marietta, GA

- Provide reference and circulation services
- Assist with peripherals as needed
- Develop library projects: library history, faculty award

Aug 2006 - May 2007

### **Distance Education Graduate Teaching Assistant**

University of Alabama, Tuscaloosa, AL

- Manage course technology for distance education classes
- Provide online and telephone help to students and staff

Oct 2006 - Apr 2007

### **Virtual Reference Librarian**

Univ. of Alabama, Association of Southeastern Research Libraries

- Provide online reference services to eight member institutions
- Use chat and application sharing to assist patrons

Jan 2007 - Mar 2007

### **Library Intern**

Southern Polytechnic State University Library, Marietta, GA

- Provide reference and circulation services
- Assist with peripherals: serials, course reserves, acquisitions

May 2006 - Aug 2006

### **Information Assistant**

Cobb County Public Library, Northwest Region, Cobb Co., GA

- Provide reference and circulation services in four libraries

Aug 2005 - May 2006

### **Circulation Technician**

Cobb County Public Library, Kennesaw, GA

- Provide circulation services to patrons

Oct 2003 - Aug 2005

### **Page**

Cobb County Public Library, Kennesaw, GA

- Shelve, shift, and straighten library materials

## Education

Master of Science in Applied Computer Science, University of West Georgia, 2010

Master of Library and Information Studies, University of Alabama, 2007

Bachelor of Science in Mathematics, Southern Polytechnic State University, 2005

Bachelor of Science in Physics, Southern Polytechnic State University, 2005

## Skills

- Unicorn WorkFlows, Voyager, GALILEO, GIL Universal Catalog
- Horizon Wimba, CourseDen, Camtasia Studio, SnagIt ScreenCapture
- Reference services: in-person, phone, e-mail, LibStats, and QuestionPoint
- HTML, CSS, PHP, JavaScript, Java, C#, SQL, Scheme
- OpenText, MySQL, XAMPP, WinSCP, Microsoft Visual Studio, Eclipse, Filemaker Pro
- Microsoft Office Suite, Google Docs, Open Office

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## **Scholarships, Honors, and Awards**

Georgia HOPE Scholarship, 2001-2005  
Undergraduate Dean's List (7 semesters 2001-2005)  
Outstanding Student in Mathematics, 2005  
Hank Boyles Scholarship, American Society for Quality, 2005-2006  
Kenda Wise Endowed Scholarship, University of Alabama, 2006-2007  
Youngest Graduate in History of Southern Polytechnic State University, 2007  
Inducted to Upsilon Pi Epsilon, international honor society for computer science, 2010

## **Presentations and Publications**

Cook, Jean. "Introducing The New Library Page." UWG Distance Services Faculty Intensive Training. 27 Aug 2010.  
Cook, Jean. Review of Hardesty, Larry. *The Role of the Library in the First College Year*. Columbia: Univ. of South Carolina Press, 2007. *Journal of Access Services* 6(3) 2009.  
Cook, Jean. "Embracing Google: introducing students to better research." Georgia Conference on Information Literacy. Savannah, GA. 25 September 2009.  
Cook, Jean. "Standing on the Shoulders of a Giant." Georgia Science Teachers Association. Savannah, GA. 13 February 2009.  
Cook, Jean. "Google and Ingram Library." University of West Georgia Distance Education's Apollo Luncheon. Carrollton, GA. 9 December 2008.

## **Service to the Institution:**

University of West Georgia Faculty Senate, senator 2008-2011  
UWG Undergraduate Academic Programs Committee, member 2008-2011  
Atlanta Area Bibliographic Instruction Group, vice president 2010-2011  
Ingram Library Website Design Committee, 2009-2011  
UWG General Education Committee, chair 2009-2010  
UWG SACS Academic Programs Committee, member 2009  
UWG Strategic Plan Committee, member 2008  
EBSCO – NetLibrary Advisory Council, 2010-2011  
RACL Library Resources, Courseware, and Website Integration Committee (To Design and Implement GALILEO Toolbar), member 2007-2009  
GLA COMO Paper Judging Panel for Oct conference, judge 2008-2009  
ALA ACRL Distance Learning Services Research Committee, chair 2008-2009  
ALA ACRL Distance Learning Services Statistics Committee, member 2008-2009  
Georgia State Beta Club Quiz Bowl Competition, organizer and judge 2005-2011  
Helen Ruffin Reading Bowl, judge 2008-2010  
Georgia Academic Decathlon, judge 2010

## **Associations**

American Library Association, Association of College and Research Libraries  
Georgia Library Association, Academic Library Division  
Association for Computer Machinery  
Upsilon Pi Epsilon, International Honor Society for the Computer Sciences  
Girl Scout Council of Northwest Georgia, Adult Volunteer  
Ingram Library, Penelope Melson Society