

TODD MCNEIL

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Professional Summary

Results-driven eLearning Developer and Instructional Designer with 15+ years of experience designing high-impact training solutions that improve learner engagement and performance. Proven expertise in converting ILT to digital learning, reducing development time by 50%, and increasing learner retention through interactive, multimedia-rich courses. Adept at collaborating with stakeholders to align training initiatives with business goals. Proficient in Articulate Storyline, Rise, Adobe Captivate, and LMS administration to create scalable, accessible learning solutions.

Skills

- **Instructional Design Models:** ADDIE, SAM, Bloom's Taxonomy
- **eLearning Development:** Articulate Storyline and Rise, Captivate, Camtasia, Lectora
- **LMS Administration:** Blackboard, Moodle, Cornerstone, Saba Systems
- **Multimedia Creation:** Adobe Photoshop, Premiere, and Audition, Affinity Suite, Davinci Resolve
- **Standards:** SCORM, xAPI, HTML5, Accessibility Standards

Work History

Instructional Designer and eLearning Developer Independent Contractor/Consultant

June 2019 to Present

- Designed and implemented standardized eLearning templates in Articulate Storyline and Rise, reducing course development time by 50% and ensuring brand consistency across 60+ modules.
- Worked as part of a cross-functional team to convert 650+ hours of instructor-led training into interactive digital learning, increasing training accessibility for ongoing global certification training.
- Reimagined and trained facilitators for 40+ hours of virtual instructor-led training (VILT) using multimedia, video, and VR/AR technologies.
- Created on-demand courses and job aids to support mixed-experience audiences in technical and non-technical roles.
- Developed a SCORM-compliant test prep course in Articulate Storyline, deployed to 4,000+ cadet candidates, resulting in a 30% improvement in assessment pass rates.

Clients include: FM Global (Factory Mutual Insurance), Origami Risk, Moderna, Harbor Freight Tools, Eversource Energy, Axiom Learning Solutions, and Philadelphia Police Foundation.

Senior Instructional Designer Staples, Inc

April 2016 to June 2019

- Created standardized content templates, reducing eLearning development time by 75%.
- Implemented Articulate Storyline, Rise, and Review, streamlining department workflows and accelerating project completion rates.
- Led the development of all Retail, Technology, and Occupational Development eLearning courses, impacting 10,000+ employees.
- Mentored junior instructional designers in workflow efficiency, content strategy, and design standards.

Sales Education Specialist/eLearning Developer

July 2012 – April 2016

Bose Corporation

- Developed 34 product launch courses in Lectora and Articulate Storyline for global deployment.
- Designed and maintained a modular course development strategy resulting in the creation of 18 primary courses, 38 variants, and over 450 translated versions.
- Defined standards for course development, translation, global deployment, and life-cycle management of catalog of courses.

Senior Instructional Technologist

June 2011 – July 2012

University of Massachusetts Medical School

- Provided training and front-line support for faculty and students on Blackboard LMS.
- Developed technical documentation for LMS, Adobe Connect, Captivate, and other supported eLearning tools.
- Resolved technical issues related to SCORM content and third-party authoring tools.

eLearning Consultant (Contract position)

December 2009 – June 2011

MassMutual

- Trained developers in best practices for eLearning development, including SCORM compliance and instructional design principles.
- Created a Community of Practice resource site, featuring 100+ instructional resources and discussion boards for course development best practices.

Assistant Director, Technology – Global Master of Arts Program

July 2006 – December 2009

The Fletcher School / Tufts University

- Managed a team of three and a \$400K annual budget, reducing operational overhead by \$120K in two years through process optimizations.
- Oversaw LMS administration for 1,000+ users across 45 active courses and alumni communications.
- Developed and maintained student training and reference manuals for key program technologies.

Key Achievements

- **Accelerated Course Production** – Developed standardized templates for digital authoring tools, reducing course development time by up to 50%.
- **Scaled Virtual Learning** – Converted over 650 hours of instructor-led training to virtual formats, incorporating multimedia, video, and VR/AR technologies.
- **Enterprise-Wide Training Impact** – Designed a practical test prep course in Articulate Storyline, reaching over 4,000 cadet candidates for initial acceptance testing.
- **Efficiency in eLearning Development** – Created standardized content templates at Staples, reducing development time by 75% while maintaining high-quality course uniqueness.
- **Global Product Training** – Led the development of 34 product launch courses at Bose, supporting global deployment with over 450 translated versions.
- **Cost Savings & Process Improvement** – Managed a \$300K+ budget at Tufts University, cutting overhead costs by \$120K within two years through process optimization.

Education

Bachelor of Arts: English

Stonehill College – North Easton, MA