



“ My job has introduced me to so many wonderful things on campus, so I like to stay informed about what’s going on within the university.

Debbie

AFFILIATION TO CWRU

Staff

AGE

42 years old

DEPARTMENT

Human Resources

FREQUENCY OF USE:

Daily

GOALS:

- University Directory
- University News
- Search Function

KEYWORDS:

Informed, Organized, Involved,

ABOUT DEBBIE

Debbie has been an administrative assistant in Human Resources for the past 9 years. She is responsible for managing invoices, tracking spending, ordering office supplies, and responding to any office inquiries. She works with the employees and students of the College of Arts and Sciences on a daily basis, and she also helps to manage the summer intern program. She really enjoys her position and has been known to be a wealth of information for those in her department. She spends a significant amount of time on the case.edu website searching for contact information for various department and university employees. She tends to use the website to seek out resources she doesn't have readily available. Everyone who interacts with Debbie finds her to be very friendly and helpful.

Debbie has an iPhone but only uses it for pictures, texting, email and checking the weather. She loves to attend events pertaining to the arts that are held on campus. She also enjoys the various programs the university offers on campus for employees, such as the wellness events.

CONCERNS:

- Has to spend too much time looking for department information
- Isn't very tech-savvy, gets frustrated when the website isn't easy to navigate
- Doesn't have a good way to refer employees to online documents they need
- Isn't sure of the best way to stay up-to-date on university events and news