Welcome to my e-Portfolio! My name is Jolanta Soltis, and I am currently a senior attending the Information System Masters Program in New Jersey Institute of Technology that is located in Newark, New Jersey. The purpose of this e-Portfolio is to provide information to visitors- potential employers, friends, teachers and those who are interested in learning more about me. This e-Portfolio is a cohesive, powerful, and well-designed collection of electronic documents that demonstrate my skills, education and professional development.



Within my portfolio I have thoroughly explored, analyzed, evaluated and questioned each experience that I went through and how they helped me to grow and to becoming who I am, a lifelong learner. This portfolio is a representation of the growth that I am constantly undergoing as an individual and valuable experience that helped me throughout life. Each documented link on this e-Portfolio is very important to me because it tells you who I am and who I will be

My professional life started not in the United States but in Poland, where I was born and grew up, finished high school and received a Teaching Degree from College in 1984. I was working there for about seven years as a Middle School teacher teaching art, computers science, and geography and for a few years elementary education – grade 1 to 3.

I came to the United States in 1993. After I came to the United States I had hard time deciding what direction I should take since I had various interests. I was fascinating with the growing capabilities of computer industry and that fascination directed me to study first computer science, information technology and then Information System. I graduated from NJIT with Bachelor in Science in Information Technology. I hope to graduate this semester with a Masters in Information System. Additionally I have MCSE and MCT certificate.

I started working at NJIT in August 2000 as a full time IT consultant for Academic Computing Services. Some of my responsibilities include teaching, support NJIT computing website, software management and support for user. Let me explain in more detail what these responsibilities contain:

* I am responsible for providing general and specialized end-user IT support for faculty, staff and students.
* I am managing the development and on-going maintenance of the Information Services and Technology (IST) Division web site and the some degree Teaching Learning and Technology (TLT) web site.
* I design and deliver end-user training classes and collaborate with departments for campus-wide technology training.
* I am managing software and licenses available to students, faculty and staff campus-wide.
* I am managing various IT projects campus-wide for example Internet2 conference, Open Houses, Deans Day and MatLab day.
* I am in charge of in-house team to support web development published and printed documentation and PHP scripting. I am coaching their personal development and performing all necessary oversight of team’s activities. As a team we developed Software Management Application “SoftKeep” which is used to store information about various software managed by our department and used by our faculty and students. We developed many scripts and tools that help Helpdesk and IST’s employees to manage software licenses keys distribution. Many of the tasks are very complex and time consuming. I am organizing them and dividing them into processes that are then documented.
* I have developed and managed custom Outlook forms for example: Communication Tracking System which was developed for NJIT’s President Office.

Additionally I am teaching part time java and c++ here at NJIT. I speakEnglish, Polish and some Russian. I am interested in Pervasive computing and currently involved with some research regarding that subject.

I have 20 years experience and a degree in teaching, very wide computer knowledge and outstanding interpersonal, training, and presentation skills. I can support both areas consisted of application development and support, training class development and instruction, hardware support and user assistance and troubleshooting.

Outside of work I enjoy painting, reading, yoga and meditation. I love antiques and I love to read Ann Rice books, and books that are related to meditation and personal growth.

I think my future work will be related to research on how to implement computer technology to make our life easier and at the same time friendlier and closer to nature. Can technology be used to protect our environment and to connect us to an environment? One way technology already achieved that goal. Global alertness about topics related to clean air, healthy food, and law to protect animals from abuse is increasing because of Internet technology. My goal is to use my technological knowledge to increase that awareness and to work on development pervasive technology that will be friendly to our environment.