

Professional Bootcamp

Homework 2

Task 3 Fill in the gaps in the text.

In my previous roles, I worked as a methodologist and later as an _____, focusing on both educational strategy and day-to-day academic processes. My work combined strong expertise in _____ with practical implementation in digital learning environments.

One of my key responsibilities was managing the _____ of educational products — from initial planning and course structure to launch and evaluation. All courses were delivered through an _____, which allowed me to coordinate deadlines, content publication, and feedback efficiently.

I regularly collaborated with _____, including teachers, designers, and technical specialists, ensuring that academic ideas were translated into clear and workable formats. A major part of my role was maintaining high standards of _____ through lesson observations, feedback, and consistent academic guidelines.

To improve _____, I introduced interactive and gamified elements into courses, particularly at the early stages of learning. This approach had a measurable impact on the _____, reducing early drop-offs and increasing course completion.

I also focused heavily on _____, organising training sessions, methodological meetings, and individual support for teachers. This directly influenced _____ across the school and helped create a more consistent learning experience for students.

Finally, I relied on _____ and analysed key _____ such as satisfaction, completion, and engagement. This allowed me to implement _____ that could be effectively scaled across different courses and learner groups.

data-driven decision	performance metrics	scalable solutions
professional development	retention rate	teaching quality
cross-functional teams	quality assurance	learner engagement
full project lifecycle	LMS	instructional design
academic director		



You can do it!

