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### Biographical Sketch

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**Richard Smith, B.S.**

**Labor Categories:** Senior Analyst and Consultant

**Education:** B.S., Speech, English, and Theology, Trevecca College

Richard Smith specializes in creative services for video, film, computer-based training, multimedia CD-ROM, slide presentations, print, and audio, and is involved in the production of at least 30 projects each year. Mr. Smith has more than 35 years of experience in audiovisual scriptwriting, producing, directing, and film and video editing. He has been involved in every aspect of audiovisual production and has a background in 16mm and 35mm film and state-of-the-art digital video editing equipment.

Mr. Smith has written, produced, and edited audiovisual presentations on a wide range of subjects including science and medicine, psychology, computers and software, sales and promotions, railroad safety, dam construction, emergency and disaster response, electronics, communication, air traffic control, highway transportation, and wildlife management. He has edited hundreds of film and video products from television commercials to documentaries and audiovisual productions used in training and education.

Mr. Smith has also provided support for the development of training courseware including web-based and computer multimedia presentations, course design documents, instructor guides, student manuals, job aids, and audio-based training. In addition to writing, producing, and editing, Mr. Smith has developed and presented seminars on the various aspects of audiovisual production for organizations such as the Central Intelligence Agency and the U.S. Office of Personnel Management (OPM). He also taught media courses at Montgomery College and Prince George's Community College. Mr. Smith's videos have won numerous awards including several Cine Golden Eagle Awards and two Telly Awards. In addition, Mr. Smith won an award for fiction writing from *Writer's Digest*.

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### Recent Experience

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- Produced, directed, and edited the following video-based training and learning solutions for U.S. Customs and Border Protection (CBP):
  - Cultural Aspects and Information Elicitation
  - Providing and Supporting Radiation Detection Equipment
  - Handling For Official Use Only Materials
  - Advanced Truck Inspection: Tractor Trailer
  - Counter-Terrorism Interviewing Techniques, CBP Best Practices
  - Detecting Deception and Eliciting Information
  - The CBP Fitness Program
  - The Radiation Detection Program
  - The Role of Muster Modules
  - Counter-Terrorism Success Stories
  - The Border Patrol's Role in Anti-Terrorism
  - The Role of Import Specialists in Counter-Terrorism
  - CBP Personal Search Policy and Procedures
  - Unified Primary Training
- Wrote and produced video presentations used in the OPM Hiring Flexibility Online Resource Center.

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### Recent Experience (Continued)

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- Developed video-based simulation exercises for use in classroom-based training courses for the Federal Emergency Management Agency (FEMA) and CBP. These video simulations are digitized and embedded in PowerPoint presentations.
- Wrote, directed, and edited video-based training on Air Traffic Controller communication skills including “That’ll Never Happen To Me!” and “Ambiguous Terminology.”
- Wrote, directed, and edited a 40-minute DVD for the Food and Drug Administration’s Center for Veterinary Medicine on a laboratory method for detecting the residue of a cancer-causing chemical in shrimp. The DVD allowed viewers to watch the entire video or select and view any one of seven segments.
- Wrote, produced, directed, and edited three videos for the Office of Child Support Enforcement’s (OCSE’s) Twenty-Fifth Anniversary conference. One video on the history of child support enforcement was duplicated and distributed to offices nationwide.
- Produced 3 hours of audio-based training for Randstad NA that is used to train Talent Agents nationwide. The multisectioned audio was delivered on CD-ROM in a flexible format that allows learners to dial an 800 number and listen to the appropriate segment by telephone.
- Directed and edited three videos for Gallaudet University on the Shared Reading Project, a program aimed at encouraging hearing parents to read books to their children who are deaf or hard of hearing. The videos included a mix of spoken and signed vignettes and used voice-over dialog and closed captioning to ensure that all audiences could understand the content.
- Managed the recording and digitizing of digital narration files for use on numerous technology-based products for such clients as the Federal Aviation Administration (FAA) and the OCSE.
- Wrote, directed, and edited a seven-part series of videos for a blended-training solution for Federal Deposit Insurance Corporation bank inspectors.
- Developed nine videos on interpersonal and meeting skills for employees of FAA’s Flight Standards Service.
- Wrote, produced, and directed three videos on the new Public Assistance Program for FEMA. In addition, digitized segments from these videos for use in technology-based training.
- Provided video production support including directing, editing, and digitizing several video segments for use in an award-winning technology-based training program for the OCSE.
- Wrote, produced, and directed a stand-alone video on Federal employee benefits for OPM. The video was used to introduce the new administration’s White House employees to their benefits and the actions necessary to take advantage of the benefits.