

## Tracy Q. Graduate

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### Summary:

- Internship at St. Louis Museum of Natural History.
- Internship at Missouri Historical Society.
- Magna Cum Laude graduate with BA in History.
- Proficient with MS Office, Windows SP, and the Internet.

### Education:

**Bachelor of Arts in History, May 2008**  
Illinois State University, Normal, Illinois  
Graduated Magna Cum Laude with a GPA of 3.6 on a 4.0 scale

### Experience:

**History Intern, May 2007 to August 2007**  
**Saint Louis Museum of Natural History, St Louis, Missouri**

- Served as acting Research Assistant for grant from the Institute of Museum and Library Sciences.
- Developed teaching suggestions and object information guides for public use.
- Processed and updated museum membership data using The Raiser's Edge.

**Curatorial and Collections Intern, May 2006 to August 2006**  
**Missouri Historical Society, St Louis, Missouri**

- Researched label information and acquired relevant archival display materials for "Our World in Miniature" exhibit
- Updated and created new entries for automated cataloging system

### Activities:

- Independent research paper presented at Interdisciplinary Undergraduate Research Conference, 2008
- Tutored peers in paper and essay writing and editing, 2006-2008
- Dorm Resident Assistant, 2007-2008