

## EDUCATION

### Master of Arts Candidate in General Psychology

Fall 2008 – Present

Hunter College of The City University of New York, New York, NY

- Anticipated date of graduation, Spring 2010

### Bachelor of Science in Psychology with High Honors

Fall 2003 – Spring 2006

University of Florida, Gainesville, FL

- Psychology GPA: 3.85 / 4.0
- Cumulative GPA: 3.63 / 4.0

### Associate of Arts in Liberal Arts and Sciences with Honors

Fall 2001 – Spring 2003

Florida Keys Community College, Key West, FL

- Cumulative GPA: 3.85 / 4.0

## PUBLICATIONS

Kluger, B. M., **Saunders, L. V.**, Garvan, C. W., Crucian, G. P., Efros, D., Kirli, S., Chau, A., Heilman, K. M. (2008). A brief computerized self-assessment screening instrument for dementia. *Journal of Experimental and Clinical Neuropsychology*, 31(2) 234-244.

## PAPERS AND POSTERS PRESENTED

**Saunders, L. V.**, Kluger, B. M., Kirli, S., Efros, D., Crucian, G. P., Garvan, C. W., Chau, A., Finney, G. R., Heilman, K. M. (2008, April). *Validation of a self-administered computerized screening test for cognitive impairment and dementia*. Poster presentation at the American Academy of Neurology 60<sup>th</sup> Annual Meeting in Chicago, IL.

## RESEARCH EXPERIENCE

### Research Assistant

Fall 2009 – Present

Department of Psychology, Hunter College of The City University of New York

Tracy Dennis, PhD, Emotion Regulation Lab

- Conduct independent thesis project
- Prepare and run behavioral, computer-based and EEG experiments
- Code affective and behavioral responses for current projects
- Assist in the preparation of EEG data for further analyses
- Assist in preparation of project manuals
- Attend weekly lab meetings

### Research Coordinator

Fall 2006 – Summer 2008

Department of Neurology, University of Florida

Memory and Cognitive Disorders Program

- Administered neuropsychological testing
- Planned and organized 1 public memory screening per semester (4 screenings total)
- Trained 5-10 medical and undergraduate students per semester in 2-10 neuropsychological tests
- Supervised 5-10 undergraduate student volunteers per semester and 3 undergraduate student employees
- Completed IRB submissions for 5 research studies

– 3 clinical drug trials and 2 non-therapeutic studies

- Compiled grant submissions
- Prepared lab specimens for clinical drug trials
- Completed Informed Consent process for database and various research studies
- Entered data and maintained 4 databases totaling over 600 participants
  - 3 databases containing Public Health Information
- Maintained regulatory information and scheduling for 3 clinical drug trials
- Dispensed study medication for clinical drug trials
- Interviewed current and potential participants
- Interviewed potential employees
- Greeted and assisted patients and caregivers
- Attended weekly CNS lectures and lab meetings

### **Research Assistant**

Spring 2006 – Summer 2006

Department of Psychology, University of Florida

Khanh Nghiem's Masters Thesis, Environmental Context and Memory

- Prepared and ran experiments for over 30-35 participants
- Scored and analyzed data (with SPSS) for over 60 participants
- Trained 4 out of 6 research assistants
- Coordinated experiments with 6 other assistants
- Assisted with participant and experimental scheduling

### **Research Assistant**

Spring 2005

Department of Psychology, University of Florida

Peter F. Delaney, PhD, Strategy Changes in Thinking & Learning Laboratory

- Prepared and ran computer-based experiments for over 20-30 participants
- Scored and analyzed data for over 200 participants
- Attended lectures

## **PROFESSIONAL EXPERIENCE**

### **Administrative Assistant**

Fall 2009 – Present

Podiatric Practice

Carlos Silva, DPM, PC

- Schedule appointments for house calls and office visits
- Input medical data into electronic medical file for over 100 patients
- Prepare patients for new and return visits
- Prepare medical charts for new and return visits
- File medical documents

### **Administrative Assistant**

Summer 2004, 2005, & 2006

The Music Room

Robin Kaplan, Musical Director

- Scheduled lesson times for 40-60 students
- Created recital programs and posters for 2 recitals over a span of 2 months
- Planned and organized recitals
- Interacted with parents
- Obtained press coverage for recitals
- Filed financial documents
- Paid personal bills via the Internet
- Completed personal errands

## Head Piano Teacher

The Bahama Village Music Program

Fall 2000 – Summer 2003

Robin Kaplan, Musical Director (2002-2004)

- Taught children, ages 6-12 years, in a group of 15-30 and individually
  - Basic rhythms, notation, and ear training skills for the piano
- Supervised over 55 children
- Interacted with children's parents
- Attended meetings
- Answered calls and provided customer service
- Organized and planned 3 recitals per year

## HONORS AND AWARDS

Golden Key Honor Society

Fall 2005 – Present

Chair's Award for Outstanding Co-Authored Writing-in-Psychology Research Paper

Spring 2005

Dean's List

Fall 2004

Psi Chi

Spring 2004 – Present

University of Florida Psychology Club

Spring 2004

Take Stock in Children Scholarship

Fall 2001 – 2004

Commendation from the Mayor of Key West

Spring 2003

Phi Theta Kappa Student Spirit Award

Spring 2003

Phi Theta Kappa

Fall 2001 – Spring 2003

President's List

Fall 2001 – Fall 2002

Jim McLamore Burger King Scholarship

Fall 2001

## PROFESSIONAL MEMBERSHIPS AND CERTIFICATIONS

MCDP Research Database Committee member

Summer 2007 – Summer 2008

Certified in the FSN 32<sup>nd</sup> Annual Course in Behavioral Neurology  
and Neuropsychology

Winter 2006

Certified in DOT, IATA, and ICAO regulations of shipping and transporting  
of biological materials

Fall 2006

## SKILLS

**Computer Applications:** Microsoft Office, Microsoft Works, Teleforms

**Statistical Tools:** SPSS, Microsoft Excel

**Language:** Some knowledge of Spanish

