Title: The Interviewer's Fumble

Introduction: This video is being created to supplement a VILT sample about how to conduct interviews for an L&D team. The purpose of this video is to "hook" the learner in and to get them to consider what makes an interview effective.

Learning Objective:

By the end of this training, the learner will be able to identify the qualities of an ineffective interview.

Outline:

The narrator will begin with a thought-provoking question to introduce the topic, then he will introduce Fred, the interviewer.

The scenario will show an interviewer who:

- Starts the interview 5 minutes late.
- Is unprepared and does not have a list of questions to ask.
- Has tech problems as he did not troubleshoot the tech before the interview.
- Has a checklist of skills to look for in a candidate.
- Invites the candidate back to meet the program manager, who unfortunately couldn't attend today's interview.

The scenario will conclude with the interviewee thinking about how horrible the interview was, through no fault of their own.

In the end, the learner will be prompted with a link to a Mentimeter activity to assess their achievement of the learning objective.

Characters:

Fred- The frazzled, inexperienced HR interviewer with the best of intentions.

Maria- The perfect candidate- a highly qualified, experienced instructional designer with a stellar portfolio.

Narrator- A disembodied older, wiser male voice to gently guide the learner through the scenario.

Secretary- An older, seasoned female secretary who appears once briefly.

Color Palette:



1. Title Screen				
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments	
	goofy background music	Maria speaks in a relaxed way and Fred listens nervously.	Goofy background music continues throughout at 20%	
Staff Training Career development by learning	Narrator: Welcome to "The Interviewer's Fumble." In this	Box 1 slides in right to cover	volume.	
	scenario, we meet Fred, a frazzled and inexperienced HR	Maria and slides out left. Text title types in and subtitle		
Fred and Maria sit across from each other in chairs.	interviewer, who is about to conduct an interview with	pops in.		
	Maria, a highly qualified	Box 2 slides in left to cover Fred		
Box 1 contains the following text:	instructional designer.	and slides out right. Text title types in and subtitle		
Meet <u>Fred</u>		pops in.		
A frazzled and inexperienced				
HR interviewer				
Box 2 contains the following				
text:				
Meet <u>Maria</u>				

A highly qualified instructional		
designer		

2. Question			
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments
Maria thinking.	Narrator: Before we watch the	Text zooms into the center of the	
	interview, take a moment to	screen.	
Same background as the title	reflect upon a time when you		
screen.	came to an interview		
	prepared, but it just didn't go		
Text: Think of a time when an	as well as you expected it to.		
interview didn't go as planned.	What went wrong?		
What went wrong?			

3. Introducing Fred				
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments	
Office Building	With that said, let's see how things unfold.	Quick zoom into the window of an office building to see inside		
A small office with a desk,		Fred's office		
chair, computer, & phone				

4. Fred Enters			
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments

same office books and	*	Office de are anon as we recom	
same office background	*goofy background music	Office doors open as we zoom	
	continues until VO begins*	into the office.	
Fred- a young, disheveled male			
	Fred: (muttering to himself)	Fred rushes into the office,	
	Oh no, I'm five minutes late! I	glancing at his watch. He sits	
	hope Maria hasn't been	down at the desk, visibly	
	waiting too long.	flustered.	
	Narrator: Fred starts the	Fred glances around, searching	
	interview five minutes late,	for something, and realizes he	
	leaving Maria waiting in anticipation.	doesn't have a list of questions.	
		Fred jumps when the phone	
	Fred: (panicking) Oh dear, I	(PROP) visibly and audibly rings	
	forgot to prepare questions!	and then picks it up.	
	How could I be so		
	unprepared? I must think	Scene of Fred's secretary sitting	
	guickly.	at her desk on the phone slides	
	1 1 1	in and out, appropriately timed.	
	[Phone rings]		
	[After talking with his secretary,	
	Secretary: Mr. Johnson?	Fred abruptly hangs up the	
	Maria, the instructional	phone and turns to his computer.	
	1		
	designer, is ready for you in		
	the Zoom meeting linked on		
	your calendar.		
	Fred: Right, right. Thank you,		
	Gladys.		

5. Meet Maria			
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments
Fred's desk, computer screen taking up the majority of the space Computer screen is blank so masking of a Zoom interview can be placed on top Maria- a put-together professional in her 30s	Maria: (smiling) Hello, Fred. Nice to meet you. Fred: (nervously) Hello, Maria. Sorry about the delay. Maria: (smiling) Fred, I believe you might be on mute. I can't hear you at the moment. Could you please check your audio settings so we can begin the interview? Thank you! Fred: (embarrassed) Oh, my apologies! I'm sorry for the technical difficulty. Thank you for letting me know, Maria. Let's proceed with the interview now. Fred: (whispering) Where are those questions? Ah, never mind. I'll just wing it. Narrator: Fred is unprepared, lacking a list of questions, and must now rely on his instincts to conduct the interview.	Programming/Animation Notes Zoom transition into the scene. Fred quickly opens up his calendar and clicks on the Zoom link. (masking) A Zoom window appears with Maria waiting patiently on the left half of the screen. (masking)	The video overlaid using masking on top of Fred's computer must be made separately, downloaded as a video, and uploaded into this Vyond file.

6. The Checklist	6. The Checklist			
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments	
Same computer/office	Fred: (reading from the	Fred pulls out a checklist of skills		
background.	checklist) Let's see attention	to look for in a candidate.		
	to detail, communication skills,			
Fred's hand holds his checklist	and problem-solving. Okay,	After Maria's VO, the scene		
in front of his face so the	Maria, tell me about your	shows her silently talking		
audience can see it.	experience in instructional	confidently as Fred listens		
	design.	distractedly, glancing at his checklist.		
	Maria: (confidently) Certainly. I	CITCORIISC.		
	have over eight years of			
	experience designing and			
	developing engaging training			
	programs for various			
	industries. My focus is on			
	creating interactive and			
	learner-centered materials			
	that maximize knowledge			
	retention.			
	Narrator: Maria impressively			
	elaborates on her experience,			
	skills, and accomplishments.			
	However, Fred appears			
	distracted, occasionally			
	glancing at the checklist.			

7. Fred Interrupts

Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments
Same computer/office	Fred: (interrupting) That's	Video still masking on the	
background.	great, Maria. Now, tell me	computer screen.	
	about a time when you had to		
Maria gets a thought bubble	solve a complex problem.	After Maria's VO, the scene	
		shows her silently talking	
	Maria: (slightly surprised) Of	confidently as Fred again barely	
	course. One notable project involved revamping a	listens.	
	company's outdated	Maria's thought bubble appears	
	onboarding process. By	after Fred's absentminded	
	analyzing the existing program	answer.	
	and collaborating with		
	stakeholders, I devised a		
	streamlined and interactive		
	training solution, resulting in		
	increased employee		
	engagement and reduced		
	training time.		
	Narrator: Maria provides a		
	detailed example of her		
	problem-solving skills, but Fred		
	seems preoccupied and fails to		
	engage fully with her		
	responses.		
	Fred: (absentmindedly)		
	Impressive, Maria. Now, let's		
	move on to the next question.		

	Maria: (thinking to herself) It's disappointing that Fred seems	
	disinterested, but I'll stay focused and give my best to showcase my qualifications.	

8. Second Interview Request			
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments
Same computer/office background.	Fred: (suddenly) Maria, I apologize for the interruption, but I'm afraid our project manager couldn't attend today's interview. Would you mind meeting them another time?		
	Maria: (disappointed) That's unfortunate, but I understand. I would be happy to meet with them at a later date.		

9. Maria's Reflection			
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments
	Narrator: As Maria leaves the	The scene transitions to Maria in	
	Zoom call, she reflects on the	her home office, deep in	
	interview experience.	thought.	
	Maria: (thinking to herself)		
	That was quite a challenging		

interview. Despite my best efforts, it felt like Fred was uninterested. I hope my qualifications and portfolio spoke for themselves.	
Narrator: And so, the scene concludes with Maria reflecting, unaware that the shortcomings of the interview were not her fault.	

10. End Screen			
Visuals/Graphic	Script/Audio	Programming/Animation Notes	Comments
Same background as title	Narrator: The interview is a	Transition to end screen	
screen	crucial step in the hiring		
	process. It is essential for		
Mentimeter link, code, and QR	interviewers to be prepared,		
code displayed similarly to the	engaged, and focused to		
image below	ensure a fair and positive		
Join of meritions use code 6320 2466 is Mertineter	experience for all candidates.		
Time to reflect	Remember, everyone deserves		
Go to WWW.menti.com Enter the code	a chance to shine.		
6320 2166	Narrator: Now, let's take a		
Or use GR code	moment to reflect on the		
	factors that contributed to the		
	unsuccessful interview		
	experience. We'll use a		
	Mentimeter activity to gather		

your thoughts. Please take out your smartphones or open a new tab on your computer and	
go to www.menti.com. Once	
there, enter the code to join	
the activity.	
Narrator: Thanks for watching	
the Interviewer's Fumble. We	
hope you enjoyed or at least	
learned what not to do in an	
interview, thanks to good old	
Fred here.	