Effective Hiring Strategies Storyboard

Target Audience: Company HR Interviewers and recruiters who partner with hiring managers to hire new employees.

Seat time: 20 minutes

Learning Objectives (LOs):

1. Describe the components of an effective hiring strategy.
2. Recognize effective and ineffective hiring process strategies.
3. Apply effective strategies throughout the hiring process to select the best candidates for the job.

Outline:

- Welcome / Navigation
- Intro: Message from company
- Learning Objectives
- Defining the Job Description
- Respect the candidate's time
- Prepare for the interview
- During the interview
- Summary
- Assessment
- Congratulations

Notes for Reviewers:

- Please focus on accuracy and completeness of the content during this review cycle.
- Learning outcomes associated with each slide are indicated in the first column.
- Text in the *Audio Narration* column will be what is read by the voiceover artists. Any occurrences of [1] in the middle of the text will not be read, but is to indicate to the course developer when an event occurs on the screen.
- Please do not edit the content in this storyboard, but instead make any notes in the notes section for each slide.

Module Resources/References:

Effective Hiring Process Job Aid

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.1 Welcome	*Welcome to the effective hiring strategies course. Before we begin, If you'd like information about how to navigate this course, click on the [1] navigation button. If you are ready to begin, click the [2] start button.*	Effective Hiring Strategies Navigation Start	Office background image Navigation button Start button	Title and Image at slide start [1] Navigation button flies in from left [2] Start button flies in from left Learner advances to 1.2 by selecting *Navigation* or to 1.3 by selecting *Start*

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.2 Navigation	*Take a moment to familiarize yourself with the navigation for this course. Hover over each arrow to learn more. Click next when you are ready to move on.*	How to Navigate this Course Menu- The menu keeps track of your progress. Resources- This button will take you to a list of resources. Play/Pause- This control plays and pauses the slide. Replay- This control replays the slide. Volume- This control increases and decreases the volume of the audio. Previous- This control returns you	Office background image. Arrows pointing to each navigation control with markers for each navigation direction	Title and background image on start When learner hovers over each arrow, the markers will display the navigation directions Learner advances to 1.3 by clicking NEXT on the player

		to the previous slide. Next- This control advances you to the next slide.		

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.3 Message from the company	*Hi. I'm Natalie, a hiring manager with X Company. I am excited to have you with me today. I am eager to start interviewing for our company's current job openings, and I'd like your help with the hiring process. Fifteen percent of employees say that they put more effort into their job when they have a positive hiring experience. Together, we can ensure that we implement a positive, effective hiring process, resulting in candidates who are the best fit for the job and for our company.* *Are you ready to begin?*	Click NEXT to continue	Photographic Female avatar in center of screen.	Avatar at slide start. *Click next to continue* and *Next* button hidden until timeline finishes on this slide. Learner advances to 1.4 by clicking NEXT on the player.

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.4 Learning Objectives	*First, let's talk about our goals. By the end of our time together, you will be able to* *[1] Describe the components of an effective hiring strategy.* *[2] Recognize effective and ineffective hiring process strategies.* *and* *[3] Apply effective strategies throughout the hiring process to select the best candidate for the job.* *So, let's get started.*	● Describe the components of an effective hiring strategy. ● Recognize effective and ineffective hiring process strategies. ● Apply effective strategies throughout the hiring process to select the best candidates for the job. Click NEXT to continue	Same female avatar on left side of screen. OST appears on right side of screen.	Avatar at slide start. Text floats in from bottom timed with audio. *Click next to continue* and *Next* button hidden until timeline finishes on this slide. Learner advances to 1.5 by clicking NEXT on the player.

Reviewer Notes:				

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.5 Define the Job Description	*Before we even begin interviewing for the position, we need to make sure the job description is clear. If we don't know exactly what we want, then how are we going to know the person we are interviewing is right for the job? It is important to fully define the job description.*	Define the Job Description 1 Get feedback from all decision makers 2 Write the job description, including the most important skills needed 3 Finalize the job description with the hiring team before posting the	Same female avatar 1-3 icons. Layers pop up on right side of screen when learner clicks on each icon.	Avatar, slide title, and icons at slide start Text will reveal when learner clicks on each icon. *Click next to continue* and *Next* button hidden until user has clicked on all 3 icons. Learner advances to 1.6 by clicking

	Click on each icon to learn more. *[icon 1] Get feedback from all decision makers* *[icon 2]] write the job description, including the most important skills needed* *[icon 3] finalize the job description with the hiring team before posting the job opening.*	job Click NEXT to continue		NEXT on the player.

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.6 Knowledge Check	*It looks like you have already met with the decision makers and have what you need to write the job description. [1] You sit down to write, but then your [2] calendar notification dings, reminding you that you have an important meeting in 15 minutes. You really want to get this done now, but you completely*	You sit down to write the job description, but then your calendar notification dings reminding you that you have an important meeting in 15 minutes. You really want to get this done now, but you completey forgot about the meeting. What should you do? Select the best response. A. Quickly write up and post	Image of cell phone *Red X* indicator when wrong answer choice is selected. *Choose a better response* button	OST and visuals timed with audio: [1] *You sit down…* [2] Cell phone appears and makes a dinging notification sound [3] *Click on the best response* and answer choices a,b, and c appear. Layers with feedback. Learner chooses the best response to the scenario and layers will reveal narrated feedback on choices. If incorrect, learner will be prompted to select a better choice.

	forgot about the meeting. What should you do?
	
	[Layer A] Not quite. You should have spent more time writing the job description. It wasn't very accurate and you did not receive quality candidates that meet our company's needs. Choose a better response.
	
	[Layer B] Great choice! You want to spend the time needed to write an adequate job description, but don't want to deter qualified applicants from applying by overwhelming them with too many job requirements
	
	[Layer C] Not quite. Your job description was too specific. Many qualified applicants chose not to apply because they felt like they were unqualified for the job. Choose a better response.
		the job description based on what you remember from the feedback received from decision makers.
		
		[Layer A, try again] Not quite. You should have spent more time writing the job description. It wasn't very accurate and you did not receive quality candidates that meet our company's needs. Choose a better response.
		
		   B. Set aside adequate time to write the description later, including the most important skills, and a few preferred skills.
		
		[Layer B, correct] Great choice! You want to spend the time needed to write an adequate job description, but don't want to deter qualified applicants from applying by overwhelming them with too many job requirements.
		
		   C. Set aside time to write the description later, including every possible skill you can think of that is related to the job.
				Learner cannot move on until the correct choice is identified.
				
				After the feedback audio plays on an incorrect response, the *Choose a better response* button appears. Clicking on this button brings the learner back to the base layer.
				
				Hover and visited states on possible responses.
				
				Click next to continue and *Next* button hidden until learner has selected the correct response.
				
				Learner advances to 1.7 by clicking NEXT on the player.

| | | [Layer C: try again] Your job description was too specific. Many qualified applicants chose not to apply because they felt like they were unqualified for the job. Choose a better response

Click NEXT to continue | | |

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.7 Respect the applicant's time	*Since we posted the adequate job description, we have received multiple applicants for the job. Now, it's time to schedule interviews. In doing so, we must respect the applicant's time. Click on each icon to find out more about how we can do this.* *[icon 1] Schedule the interviews for the earliest time possible* *[icon 2] Make sure the candidate meets everyone involved* *[icon 3] Check for scheduling*	Respect the applicant's time 1 Schedule the interviews for the earliest time possible 2 Make sure the candidate meets everyone involved 3 Check for scheduling conflicts with the members of the hiring team. Click NEXT to continue.	Avatar on left side of screen. 1-3 icons. Layers pop up on right side of screen when learner clicks on each icon.	Avatar, slide title, and icons at slide start Text will reveal when learner clicks on each icon. *Click next to continue* and *Next* button hidden until user has clicked on all 3 icons. Learner advances to 1.8 by clicking NEXT on the player.

| | *conflicts with the members of the hiring team.* | | | |

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.8 Knowledge Check	*Way to go! Thanks to your well written job description, we have a high quality group of applicants. Let's schedule those interviews! How will you proceed?* *[Layer A] Not quite! While you were going back and forth trying to coordinate everyone's schedules, some of the applicants accepted positions with other companies. If a candidate is important to you, get the interview scheduled as soon as possible.Choose a better response.* *[Layer B] Not quite! While your candidate was waiting for his second interview, he accepted a position at another company. This is a huge risk. Candidates can be*	How will your proceed on scheduling the interviews? Select the best response A. Wait to see what works best for the candidate and then try to coodinate the hiring team's schedules to accomodate that time. [Layer A, try again] Not quite! While you were going back and forth trying to coordinate everyone's schedules, some of the applicants accepted positions with other companies. If a candidate is important to you, get the interview scheduled as soon as possible. Choose a better response B. Schedule multiple interviews with each applicant so that they are able to meet and interview	Background image of calendar *Red X* indicator when wrong answer choice is selected. *Choose a better response* button	Layers with feedback. Learner chooses the best response to the scenario and layers will reveal narrated feedback on choices. If incorrect, learner will be prompted to select a better choice. Learner cannot move on until the correct choice is identified. After the feedback audio plays on an incorrect response, the *Choose a better response* button appears. Clicking on this button brings the learner back to the base layer. Hover and visited states on possible responses. *Click next to continue* and *Next* button hidden until learner has selected the correct response. Learner advances to 1.9 by clicking NEXT on the player.

	turned off by having to complete multiple interviews. Have all decision makers involved in the interview and make a decision quickly. Choose a better response. *[Layer C] Great job! You prioritized the interviews and respected the candidates time. You have scheduled some great candidates to interview and I feel confident that we will find someone compatible with our company.*	with each member of the hiring team at different times. [Layer B, try again] Not quite! While your candidate was waiting for his second interview, he accepted a position at another company. This is a huge risk. Candidates can be turned off by having to complete multiple interviews. Have all decision makers involved in the interview and make a decision quickly. Choose a better response C. Prioritize scheduling the interview as soon as possible. Block off times for all members of the hiring team, before scheduling the interviews. [Layer C, correct] Great job! You prioritized the interviews and respected the candidates time. You have scheduled some great candidates to interview and I feel confident that we will find someone compatible with our company. Click NEXT to continue.		

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.9 Prepare for the Interview	*Great! You've scheduled interviews with some top applicants. Now, it's time to prepare for the interviews. Click on each icon to find out more about how we can do this.* *[icon 1] Make sure hiring managers and interviewers are properly trained and knowledgeable about the job requirements and the culture of the company.* *[icon 2] Choose questions carefully and ahead of time that will evaluate the candidate's technical competencies and highlight their fit with the company's culture.* *[icon 3] Review the job description, but don't go in with a strict checklist of every requirement the candidate must fulfill.*	Prepare for the interview 1 Make sure hiring managers and interviewers are properly trained and knowledgeable about the job requirements and the culture of the company. 2 Choose questions carefully and ahead of time that will evaluate the candidate's technical competencies and highlight their fit with the company's culture. 3 Review the job description, but don't go in with a strict checklist of every requirement the candidate must fulfill. Click NEXT to continue	Avatar on left side of screen. 1-3 icons. Layers pop up on right side of screen when learner clicks on each icon.	Avatar, slide title, and icons at slide start Text will reveal when learner clicks on each icon. *Click next to continue* and *Next* button hidden until user has clicked on all 3 icons. Learner advances to 1.10 by clicking NEXT on the player.

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.10 Knowledge Check	*Applicants aren't the only ones who get nervous before a job interview, interviewers get nervous too. Let's minimize your nerves, by preparing for the interview. How can you best prepare?* *[Layer A]Not quite: While reviewing the job description is a good idea, you don't have time to ask every question or questions that are too hard for the applicant to answer. Take time to pick the right questions, and you can eliminate a lot of others which saves you and the candidate time. Choose a better response.* *[Layer B] That's right! It is important to ask a variety of questions to fully evaluate the applicant, but also remember that many times a candidate will say something that makes you*	How will you best prepare for the interview? Select the best response. A. Review the job description, bring a checklist, and plan a long list of tough questions that correlate with every requirement of the job. [Layer A, try again] Not quite: While reviewing the job description is a good idea, you don't have time to ask every question or questions that are too hard for the applicant to answer. Take time to pick the right questions, and you can eliminate a lot of others which saves you and the candidate time. Choose a better response. B. Prepare a list of questions that evaluate both the job qualifications and the applicant's potential fit with the company's culture.	background image of paper and pen *Red X* indicator when wrong answer choice is selected. *Choose a better response* button	Layers with feedback. Learner chooses the best response to the scenario and layers will reveal narrated feedback on choices. If incorrect, learner will be prompted to select a better choice. Learner cannot move on until the correct choice is identified. After the feedback audio plays on an incorrect response, the *Choose a better response* button appears. Clicking on this button brings the learner back to the base layer. Hover and visited states on possible responses. *Click next to continue* and *Next* button hidden until learner has selected the correct response. Learner advances to 1.11 by clicking NEXT on the player.

	want to dig deeper, and you should use that opportunity to learn more about their skills. Your list of questions are just a guide. *[Layer C] Not quite! While it is important to improvise, you want to make sure you prepare questions ahead of time that are important to the job. Not having a plan or asking off the wall questions wastes everyone's time. Choose a better response.*	[Layer B, correct] That's right! It is important to ask a variety of questions to fully evaluate the applicant, but also remember that many times a candidate will say something that makes you want to dig deeper, and you should use that opportunity to learn more about their skills. Your list of questions are just a guide. C. You really want to get to know the applicant, so you are going to improvise through most of the interview, allowing the applicant to share what he thinks is important. [Layer C, try again] Not quite! While it is important to improvise, you want to make sure you prepare questions ahead of time that are important to the job. Not having a plan or asking off the wall questions wastes everyone's time. Choose a better response. Click NEXT to continue.		

Reviewer Notes:				
Slide & Title	**Audio Narration**	**On-Screen Text**	**Visuals**	**Functionality**
1.11 During the interview	*Great job! We are ready to interview the top candidates. it is important that each interview goes smoothly and the candidates are comfortable. Click on each icon to find out more about how we can do this.* *[icon 1] Remember the purpose. Interviews are for you to get to know the candidate and see if they are a good fit for the job.* *[icon 2] Stick with the questions you prepared, but remember it is okay to go off course if the candidate says something that makes you want to dig deeper.* *[icon 3] If you have multiple interviewers, have them individually interview the candidate, each asking a subset of the questions you prepared.*	During the interview 1 Remember the purpose. Interviews are for you to get to know the candidate and see if they are a good fit for the job. 2 Stick with the questions you prepared, but remember it is okay to go off course if the candidate says something that makes you want to dig deeper. 3 If you have multiple interviewers, have them individually interview the candidate, each asking a subset of the questions you prepared. Click NEXT to continue	Avatar on left side of screen. 1-3 icons. Layers pop up on right side of screen when learner clicks on each icon.	Avatar, slide title, and icons at slide start Text will reveal when learner clicks on each icon. *Click next to continue* and *Next* button hidden until user has clicked on all 3 icons. Learner advances to 1.12 by clicking NEXT on the player.

Reviewer Notes:				
Slide & Title	**Audio Narration**	**On-Screen Text**	**Visuals**	**Functionality**
1.12 Knowledge Check	*You've got a great list of questions. It's time for the interview. Good luck!* *How will you conduct the interview?* *[Layer A] not quite! While it is important to stick to your planned questions for the most part, you do not want to intimidate the client. Ask the most relevant questions, and leave some room to improvise to learn more about the candidate. Choose a better response.* *[Layer B] While you may want other members of the hiring team involved, you do not want to intimidate your candidate. It would be better to have them individually interview the candidate, asking a subset of the prepared questions. Choose a better response.* *[Layer C] Great job!*	How will you conduct the interview? Select the best response. A. My plan is to ask all the questions I came up with, especially the harder ones. I really want to make sure this candidate knows everything needed for the job. [Layer A, try again] not quite! While it is important to stick to your planned questions for the most part, you do not want to intimidate the client. Ask the most relevant questions, and leave some room to improvise to learn more about the candidate. Choose a better response B. My plan is to include the entire hiring team in the interview, so we can all ask increasingly hard questions. [Layer B, try again] not quite!	background image of two people sitting at a table, looking like an interview *Red X* indicator when wrong answer choice is selected.	Layers with feedback. Learner chooses the best response to the scenario and layers will reveal narrated feedback on choices. If incorrect, learner will be prompted to select a better choice. Learner cannot move on until the correct choice is identified. After the feedback audio plays on an incorrect response, the *Choose a better response* button appears. Clicking on this button brings the learner back to the base layer. Hover and visited states on possible responses. *Click next to continue* and *Next* button hidden until learner has selected the correct response. Learner advances to 1.13 by clicking NEXT on the player.

	Improvising at times was effective. You learned a lot about each candidate and the interviews went well! I know we will be able to select the best person for the job.	While you may want other members of the hiring team involved, you do not want to intimidate your candidate. It would be better to have them individually interview the candidate, asking a subset of the prepared questions. Choose a better response. C. My plan is to ask my prepared questions, but be open to improvising if needed to learn more about the candidate. [Layer C, correct feedback] Great job! Improvising at times was effective. You learned a lot about each candidate and the interviews went well! I know we will be able to select the best person for the job.		

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.13 Summary	*Thanks for helping me today! You did a great job! Interviewing is difficult, but it is extremely important to us. By now, you should feel comfortable [1] Describing the components of an*	Summary ● Describe the components of an effective hiring strategy. ● Recognize effective and ineffective hiring process strategies.	female avatar on left side of screen. OST appears on right side of screen.	Avatar at slide start. Text floats in from bottom timed with audio. *Click next to continue* and *Next* button hidden until timeline finishes on this

	effective hiring strategy. [2] Recognizing effective and ineffective hiring process strategies. and [3] Applying effective strategies throughout the hiring process to select the best candidate for the job.	● Apply effective strategies throughout the hiring process to select the best candidates for the job. Click NEXT to continue		slide. Learner advances to 1.14 by clicking NEXT on the player.

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.14 Quiz Introduction	*I am confident you will be successful in bringing our company the best candidates for the job. But before you embark on the hiring process on your own, let's look at some scenarios interviewers in our company have been faced with in the past.* *The next five slides will ask you scenario based questions. Read the question, consider what you have learned and select the best response. Click submit when you are ready to move on to the next question. An*	Quiz The next 5 slides will ask you scenario based questions. Read the question, consider what you have learned and select the best response. Click submit when you are ready to move on to the next question. An 80% accuracy is needed for successful completion of this course. Click NEXT to continue	female avatar on left side of screen. OST appears on right side of screen.	Avatar and text at slide start. *Click next to continue* and *Next* button hidden until timeline finishes on this slide. Learner advances to 1.15 by clicking NEXT on the player.

	eighty percent accuracy is needed for successful completion of this course. Good luck!			

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.15 Question #1	*N/A*	Joe, an interviewer in our company, met with the hiring team, who all wanted to be involved in an upcoming interview. He didn't want to exclude anyone, so he formed a panel of interviewers, who ended up asking increasingly difficult questions to the candidate. He could tell the candidate was intimidated by the situation, and felt like the interview did not go well. How should Joe have approached this situation? A. Joe should have asked only the interviewers who knew the most about the technical requirements for the job to be involved in the interview. B. Joe should have asked only the interviewers who are best able to ask questions		Question and all answer choices appear at slide start. MC graded question Learner advances to 1.16 by clicking the SUBMIT button.

		that evaluate the candidate's fit into the culture of the company to be involved in the interview. C. Joe should have split up the pre planned questions into subsets and had the interviewers individually interview the candidate. D. Joe should have rescheduled the interview for the following week until he came up with a better plan. [correct answer: C]		
Reviewer Notes:				
Slide & Title	**Audio Narration**	**On-Screen Text**	**Visuals**	**Functionality**
1.16 Question #2	*N/A*	Gina, an interviewer wants to get to know as much as she can about how the candidate will fit in with the company's culture and dynamic. Which question should she ask? A. If you were a superhero, what would your super power be? B. Describe an instance in which you and another		Question and all answer choices appear at slide start. MC graded question Learner advances to 1.17 by clicking the SUBMIT button.

| | | employee worked really well together. What do you think helped make that experience a positive one?
C. What do you like to do in your spare time?
D. Why do you want this job?

[corect answer: B] | | |

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.17 Question #3	*N/A*	Paul, an interviewer, has reviewed the applicants resume, but wants to get to know more about the candidate's technical expertise. Which question should he ask? A. What technical expertise do you have relevant to this job? B. How would you explain APIs to someone that is a non technical stakeholder? C. What are your technical certifications? D. What is the most important thing you learned in college? [correct answer: B]		Question and all answer choices appear at slide start. MC graded question Learner advances to 1.19 by clicking the SUBMIT button.

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.18 Question #4	*N/A*	Dan, one of our hiring managers, heard the sales team had an opening. He posted the job, and candidates were interviewed. When Dan contacted the best candidate to offer her the job, she shared that the interviewer on the sales team had told her about a job that was different than the one on the posting, and she didn't feel like it was the best fit for her. She declined the job, a lot of time was wasted, and now the company has to start the process over again. What is the biggest takeaway from this unfortunate situation? A. It is important to write a detailed job description, conferring with anyone who should have input, and make sure the job posting is reviewed by the interviewer before the interview. B. It is okay to waste people's time, as long as you get the best candidate for the job, in the end.		Question and all answer choices appear at slide start. MC graded question Learner advances to 1.19 by clicking the SUBMIT button.

| | | C. It is important to have a checklist with you during an interview to make sure the candidate fulfills every requirement of the job posting.
D. There is nothing wrong in this situation. The candidate should have just accepted the job as is.
[correct answer: A] | | |

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.19 Questions #5	*N/A*	The interviewing process was a success. Tina, one of the hiring managers, has narrowed down the pool of top applicants, and knows she has found the perfect hire for the job opening. How should she proceed? A. She should take her time so she doesn't seem too eager and notify the candidate next week. B. Since she has been busy with the hiring process over the past week, she has gotten behind on her other responsibilities. She		Question and all answer choices appear at slide start. MC graded question Learner advances to 1.20 by clicking the SUBMIT button.

| | | should focus on completing priority tasks, then make a decision.
C. She should schedule a few more interviews with the applicant just to make sure they are serious about the job.
D. She should discuss it with the hiring team immediately and notify the applicant quickly about the job offer.

[correct answer: D] | | |

Reviewer Notes:				
Slide & Title	**Audio Narration**	**On-Screen Text**	**Visuals**	**Functionality**
1.20 Quiz Results	*[success layer] Congratulations, you passed the quiz with at least an 80 percent. Click on review quiz if you would like to review your quiz results, or click next to continue.* *[failure layer] Unfortunately, you did not earn a minimum passing score of 80 percent. If you would like, you may review your answers, then go back*	Results: Your score: [percentage earned on quiz] Passing Score: 80% Result: [success layer] Congratulations you passed! [failure layer] You did not pass	[Success layer] Review Quiz button [Failure layer] Review Quiz button Retry Quiz button	Title, image, and all other text at slide start. Quiz results will be revealed when timeline starts. Learner will be able to review results and retry quiz until an 80% passing score is earned. Clicking NEXT advances learner to 1.21

	and retry the quiz.			

Reviewer Notes:

Slide & Title	Audio Narration	On-Screen Text	Visuals	Functionality
1.21 Congratulations	*[1] Congratulations! You are now prepared to implement an effective hiring process. Well done!* *When you are ready, [2] you may close out of the course.*	Congratulations You may close out of the course.	female avatar	Avatar at start. Text timed with audio NEXT button is hidden. Learner exits the course when completed.

Reviewer Notes: