

Effective Hiring Strategies

Target Audience: HR interviewers who partner with hiring managers to interview potential employees.

Learning Objectives:

1. Describe the hiring strategies used to interview and hire quality candidates
2. Apply the hiring strategies to make decisions about the interview process

Learning Level: Knowledge

Outline:

- Course Intro / Navigation / Objectives
- Scenario 1 (writing a job description)
- Strategy (know what you want/don't have a checklist)
- Scenario 2 (scheduling interviews)
- Strategy (timeliness/ensure candidates meet everyone)
- Scenario 3 (preparing for interview)
- Strategy (be prepared/prepare the interview team)
- Scenario 4 (conducting the interview)
- Strategy (remember the purpose)
- Scenario 5 (choose candidate)
- Summary
- Knowledge Check
- Congratulations

Directions:

- Please focus on the **accuracy** and **completeness** of the content during this review cycle. "Page breaks" for the online course will be adjusted after the content is edited.

Slide [#1]/ Menu Title: <i>[Introduction]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Stock office image background	Effective Hiring Strategies	Welcome to the course, effective hiring strategies. If you'd like to learn about how to navigate the course, click the navigation button. Otherwise, click the start button to begin.	Two buttons: 1. Start course 2. Navigation Learner will click chosen button
Notes:			

Slide [#2]/ Menu Title: <i>[Navigation]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Stock office image background	<p>Navigation (Top of slide)</p> <p>These buttons will help you navigate the course</p>	<p>These buttons will help you navigate the course.</p> <p>To move backward and forward in the course, click the next and previous buttons.</p> <p>Click the speaker button to adjust the volume.</p> <p>Want to see something again? click the refresh button.</p> <p>Need to pause the course? Click the play pause button.</p> <p>To navigate to a different section in the course, or see your progress, click the title in the course menu.</p>	Arrows fade in on screen timed with audio to guide learner through the various buttons/functions.

		Let's get started, click the next button to continue.	
Notes:			

Slide [#3]/ Menu Title: <i>[Objectives]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Solid color screen with stock office image on left	<p>At the completion of this course, you will be able to...</p> <ol style="list-style-type: none"> 1. Describe the hiring strategies used to interview and hire quality candidates. 2. Apply the hiring strategies to make decisions about the interview process <p>Click next to continue</p>	<p>At the completion of this course, you will be able to...</p> <p>Describe the hiring strategies used to interview and hire quality candidates.</p> <p>Apply the hiring strategies to make decisions about the interview process</p> <p>Click next to continue</p>	<p>Objectives will fade in timed with audio</p> <p>Learner will click next to continue</p>
Notes:			

Slide [#4]/ Menu Title: <i>[Meet Marsha]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Stock office image in background	Hi, I'm Marsha, the HR manager. We have a	Hi, I'm Marsha, the HR manager. We have a position open, and I would like	Learner will click let's do this button to continue

Avatar in foreground with speech bubble Let's do this (button)	position open, and I would like you to help me find a qualified candidate. (inside speech bubble)	you to help me find a qualified candidate. Click the "Let's do this" button when you are ready.	
Notes: This is the first-time learners are introduced to our avatar "Marsha." Text on slide is inside speech bubble.			

Slide [#5]/ Menu Title: <i>[Scenario 1]</i>			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock office image in background</p> <p>Avatar in foreground with speech bubble</p> <p>Feedback layers will include a background image, feedback and answer (with an "X" through it for wrong answers.)</p>	<p>It's time to write the job description, but you realize you have many other tasks to complete today. Writing a job description is NOT your top priority. What will you do?</p> <p>Set aside the time to create a thorough job description to include the most important required skills as well as a few preferred skills.</p> <p>Feedback Layer 1: Great choice! Listing too many</p>	<p>It's time to write the job description, but you realize you have many other tasks to complete today. Writing a job description is NOT your top priority. What will you do?</p>	<p>Three buttons with answers. Learner will click to choose one answer.</p> <p>Button on feedback layers 2 and 3 (wrong answers) Choose another option Learner will return to question and choose a different answer.</p> <ul style="list-style-type: none"> State will change color for answers already chosen.

	<p>requirements may deter qualified applicants. However, you do want to include the requirements that are most important for the position.</p> <p>Quickly write up the job description and post the position. You can adjust the description later when you have more time.</p> <p>Feedback layer 2:</p> <p>You should have spent more time on the job description. It was not completely accurate, so you did not receive quality candidates that meet our needs.</p> <p>Set aside the time to create a thorough job description with every skill the job requires.</p> <p>Feedback layer 3:</p>		
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	The job description was too specific was too specific. Many qualified applicants felt underqualified and chose not to apply.		
Notes:			

Slide [#6]/ Menu Title: [Strategy 1]			Objective: [#1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of “idea” in background</p> <p>3 icons with lightbulb or similar, lined vertically on right side of slide</p>	<p>Know what you want</p> <ul style="list-style-type: none"> • Icon 1 layer Get feedback from all decision makers and thoroughly define the job. • Icon 2 layer Finalize the job with the hiring team prior to posting the opening. 	<p>When writing a job description, make sure you know what you want in an ideal candidate.</p> <p>Select each icon to learn more</p> <p>Get feedback from all decision makers and thoroughly define the job.</p>	<p>Each icon is a button. <i>Learner will click each button to learn more.</i></p> <p>Learner will click next to continue after all icons have been selected.</p>

	<ul style="list-style-type: none"> • Icon 3 layer <p>The description should include the most important skills needed</p>	<p>Finalize the job with the hiring team prior to posting the opening.</p> <p>The description should include the most important skills needed</p> <p>Click next to continue</p>	
Notes: Each icon layer will include audio			

Slide [#7]/ Menu Title: <i>[Strategy 2]</i>			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of checklist in background</p> <p>3 icons with checklist or similar, lined vertically on right side of slide</p>	<p>Don't have a checklist</p> <ul style="list-style-type: none"> • Icon 1 layer <p>Create a list of requirements and qualifications, but avoid being too selective</p> <ul style="list-style-type: none"> • Icon 2 layer <p>When including technical background information, keep in mind that software changes all the time</p>	<p>A rigid checklist may discourage many qualified candidates from applying</p> <p>Create a list of requirements and qualifications, but avoid being too restrictive</p> <p>When including technical background information, keep in mind that software changes all the time</p> <p>Qualified candidates may not apply if the job description has too many requirements</p>	<p>Each icon is a button. <i>Learner will click each button to learn more.</i></p> <p>Learner will click next to continue after all icons have been selected.</p>

	<ul style="list-style-type: none"> • Icon 3 layer <p>Qualified candidates may not apply if the job description has too many requirements</p>	Click next to continue	
Notes: Each icon layer will include audio			

Slide [#8]/ Menu Title: <i>[Transition]</i>			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock calendar image in background</p> <p>Avatar in foreground with speech bubble</p>	<p>You have written a great job description. You now have a group of high-quality applicants. Next, I need your help scheduling interviews.</p>	<p>You have written a great job description. You now have a group of high-quality applicants. Next, I need your help scheduling interviews.</p>	<p>Slide will auto advance when audio finishes.</p>
Notes: Text on slide is inside speech bubble.			

Slide [#9]/ Menu Title: <i>[Scenario 2]</i>			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:

<p>Stock image of clock in background</p> <p>Avatar in foreground with speech bubble</p> <p>Feedback layers will include a background image, feedback and answer (with an “X” through it for wrong answers.)</p>	<p>It’s time to schedule interviews. What will you do?</p> <p>Wait and see what works for the applicants and then coordinate with the hiring team.</p> <p>Feedback layer 1: Coordinating with the hiring team first will allow you to narrow down the available days/times before allowing the applicant to choose.</p> <p>Schedule multiple interviews to accommodate the schedules of everyone on the hiring team.</p> <p>Feedback layer 2: Scheduling multiple interviews does not allow for the most efficient use of time.</p>	<p>It’s time to schedule interviews. What will you do?</p>	<p>Three buttons with answers. Learner will click to choose one answer.</p> <p>Button on feedback layers 1 and 2 (wrong answers) Choose another option Learner will return to question and choose a different answer.</p> <ul style="list-style-type: none"> • State will change color for answers already chosen.
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	<p>Plan ahead. Block off dates and times available for all members of the hiring team before scheduling interviews with applicants.</p> <p>Feedback layer 3: Planning ahead was a great choice. You were able to quickly schedule interviews with all the top candidates. They appreciated your timeliness.</p>		
Notes:			

Slide [10]/ Menu Title: <i>[Strategy 3]</i>			Objective: [#1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:

<p>Stock image of clock in background</p> <p>3 icons with clock or similar, lined vertically on right side of slide</p>	<p>Timeliness</p> <ul style="list-style-type: none"> • Icon 1 layer Schedule interviews for the earliest possible time • Icon 2 layer Communicate in a prompt manner • Icon 3 layer Make the decision and notify candidates quickly 	<p>Value a candidate's time.</p> <p>Schedule interviews for the earliest possible time</p> <p>Communicate in a prompt manner</p> <p>Make the decision and notify candidates quickly</p> <p>Click next to continue</p>	<p>Each icon is a button. <i>Learner will click each button to learn more.</i></p> <p>Learner will click next to continue after all icons have been selected.</p>
<p>Notes: Each icon layer will include audio</p>			

Slide [11]/ Menu Title: [Strategy 4]			Objective: [#1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of calendar in background</p> <p>3 icons with calendar or similar, lined vertically on right side of slide</p>	<p>Ensure candidates meet everyone</p> <ul style="list-style-type: none"> • Icon 1 layer Double check schedules with everyone on the interview team prior to scheduling the interview • Icon 2 layer 	<p>Making sure everyone is present at the interview saves time</p> <p>Double check schedules with everyone on the interview team prior to scheduling the interview</p> <p>Schedule interviews quickly and get them on the calendar asap</p>	<p>Each icon is a button. <i>Learner will click each button to learn more.</i></p> <p>Learner will click next to continue after all icons have been selected.</p>

	<p>Schedule interviews quickly and get them on the calendar asap</p> <ul style="list-style-type: none"> • Icon 3 layer <p>Do not schedule multiple interviews. This avoids the risk of losing a candidate.</p>	<p>Do not schedule multiple interviews. This avoids the risk of losing a candidate.</p> <p>Click next to continue</p>	
Notes: Each icon layer will include audio			

Slide [12]/ Menu Title: <i>[Transition]</i>			Objective: [#1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock office image in background</p> <p>Avatar in foreground with speech bubble</p>	<p>Interviews have been scheduled. Make sure you take time to prepare.</p>	<p>Interviews have been scheduled. Make sure you take time to prepare.</p>	<p>Slide will auto advance when audio finishes.</p>
Notes: Text on slide is inside speech bubble.			

Slide [#13]/ Menu Title: <i>[Scenario 3]</i>			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of clock in background</p> <p>Avatar in foreground with speech bubble</p>	<p>The interview is scheduled, and you need to prepare. What will you do?</p> <p>See where the interview takes you.</p>	<p>The interview is scheduled, and you need to prepare. What will you do?</p>	<p>Three buttons with answers. Learner will click to choose one answer.</p> <p>Button on feedback layers 1 and 3 (wrong answers)</p> <p>Choose another option</p>

<p>Feedback layers will include a background image, feedback and answer (with an “X” through it for wrong answers.)</p>	<p>You can make it up as you go.</p> <p>Feedback Layer 1:</p> <p>Being unprepared will not allow you to assess whether the candidate is a good fit for the job. It will also leave the candidate with a bad impression of your company.</p> <p>Have a list of the most important and relevant questions prepared</p> <p>Feedback Layer 2:</p> <p>Well done! Creating a list of the most important questions ahead of time will be very helpful. You are well prepared with a good mix of questions to ask the candidate.</p>		<p>Learner will return to question and choose a different answer.</p> <ul style="list-style-type: none"> • State will change color for answers already chosen.
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	<p>Create a list of every question you can think of. It's a good idea to include tough questions as well.</p> <p>Feedback Layer 3:</p> <p>Planning out questions in advance is great, but make sure you narrow down the list. Some of the questions caught the candidates off guard. Remember, the purpose of the interview is to find the best candidates, not trip them up.</p>		
Notes:			

Slide [14]/ Menu Title: <i>[Strategy 5]</i>			Objective: [#1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of list in background</p> <p>3 icons with list or similar, lined vertically on right side of slide</p>	<p>Be prepared</p> <ul style="list-style-type: none"> • Icon 1 layer 	<p>Being prepared for the interview will save time and frustration</p>	<p>Each icon is a button. <i>Learner will click each button to learn more.</i></p>

	<p>Have a list of interview questions prepared prior to the interview.</p> <ul style="list-style-type: none"> • Icon 2 layer Make sure the list includes questions which are important to the job, as well as your business and culture. • Icon 3 layer The top priority questions will help determine if the candidate is a good fit. 	<p>Have a list of interview questions prepared prior to the interview.</p> <p>Make sure the list includes questions which are important to the job, as well as your business and culture.</p> <p>The top priority questions will help determine if the candidate is a good fit.</p> <p>Click next to continue</p>	<p>Learner will click next to continue after all icons have been selected.</p>
Notes: Each icon layer will include audio			

Slide [15]/ Menu Title: <i>[Strategy 6]</i>			Objective: [#1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of business meeting in background</p> <p>3 icons with group of people or similar, lined vertically on right side of slide</p>	<p>Train the interview team</p> <ul style="list-style-type: none"> • Icon 1 layer All interviewers should be knowledgeable and able to ask the questions which have been prepared in advance. • Icon 2 layer 	<p>Make sure your interview team is well trained and everyone is on the same page before the interview</p> <p>All interviewers should be knowledgeable and able to ask the questions which have been prepared in advance.</p>	<p>Each icon is a button. <i>Learner will click each button to learn more.</i></p> <p>Learner will click next to continue after all icons have been selected.</p>

	<p>Interviewers should know the correct answers to each question and be able to ask follow-up questions if needed.</p> <ul style="list-style-type: none"> • Icon 3 layer <p>The interview team should be flexible and willing to go off script when needed, in order to learn more about the candidate</p>	<p>Interviewers should know the correct answers to each question and be able to ask follow-up questions if needed.</p> <p>The interview team should be flexible and willing to go off script when needed, in order to learn more about the candidate</p> <p>Click next to continue</p>	
Notes:			

Slide [16]/ Menu Title: <i>[Transition]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock office image in background</p> <p>Avatar in foreground with speech bubble</p>	<p>It's time for the interview. You've prepared a great list of questions to guide you through the process.</p>	<p>It's time for the interview. You've prepared a great list of questions to guide you through the process.</p>	<p>Slide will auto advance when audio finishes.</p>
Notes: Text on slide is inside speech bubble.			
Slide [17]/ Menu Title: <i>[Scenario 4]</i>			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:

<p>Stock image of office in background</p> <p>Avatar in foreground with speech bubble</p> <p>Feedback layers will include a background image, feedback and answer (with an “X” through it for wrong answers.)</p>	<p>It’s time for the interview. What will you do?</p> <p>Stick to my prepared list of questions only.</p> <p>Feedback layer 1: You may have missed opportunities to really get to know some of your candidates and determine if they are the right fit.</p> <p>Forget the prepared questions, let’s see where the interview takes us.</p> <p>Feedback layer 2:</p> <p>Being unprepared will not allow you to ascertain whether your candidates are qualified for the position.</p> <p>Be open to improvising and go off</p>	<p>It’s time for the interview. What will you do?</p>	<p>Three buttons with answers. Learner will click to choose one answer.</p> <p>Button on feedback layers 1 and 2 (wrong answers) Choose another option Learner will return to question and choose a different answer.</p> <ul style="list-style-type: none"> • State will change color for answers already chosen.
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	<p>script if needed to get to know the candidate.</p> <p>Feedback layer 3:</p> <p>Going off slightly off script allows you to get to know your candidates and their abilities better. You learned a lot about each candidate and the interview went well.</p>		
Notes:			

Slide [18]/ Menu Title: <i>[Strategy 7]</i>			Objective: [#1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of office meeting in background</p> <p>2 icons with group of people or similar, lined vertically on right side of slide</p>	<p>Remember the purpose</p> <ul style="list-style-type: none"> • Icon 1 layer <p>The purpose of the interview is to determine if a</p>	<p>Remembering the purpose of the interview is very important in choosing the right candidate.</p> <p>The purpose of the interview is to determine if a candidate is the right fit for the job.</p>	<p>Each icon is a button. <i>Learner will click each button to learn more.</i></p> <p>Learner may click next to continue after all icons have been selected.</p>

	<p>candidate is the right fit for the job.</p> <ul style="list-style-type: none"> • Icon 2 layer <p>This is not an opportunity to make your interviewers feel smart or superior by intimidating candidate.</p>	<p>This is not an opportunity to make your interviewers feel smart or superior by intimidating candidate.</p> <p>Click next to continue</p>	
Notes: Each icon layer will include audio			

Slide [19]/ Menu Title: <i>[Transition]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock office image in background</p> <p>Avatar in foreground with speech bubble</p>	<p>Great job with the interview! You now have the information you need to make your decision.</p>	<p>Great job with the interview! You now have the information you need to make your decision.</p>	<p>Slide will auto advance when audio finishes.</p>
Notes: Text on slide is inside speech bubble.			

Slide [20]/ Menu Title: <i>[Scenario 5]</i>			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock image of office in background</p> <p>Avatar in foreground with speech bubble</p>	<p>You've chosen a candidate. What will you do next?</p>	<p>You've chosen a candidate. What will you do next?</p>	<p>Three buttons with answers. Learner will click to choose one answer.</p> <p>Button on feedback layers 1 and 2 (wrong answers)</p>

<p>Feedback layers will include a background image, feedback and answer (with an “X” through it for wrong answers.)</p>	<p>Finish my own list of priority tasks and then make a decision.</p> <p>Feedback layer 1: Waiting until you finish your other tasks before making a decision, may result in losing the ideal candidate.</p> <p>Take my time, I can make a decision next week.</p> <p>Feedback layer 2: Remember to be timely in your decision. If you wait another week, your candidate has the option to go elsewhere.</p> <p>Discuss the decision with the rest of the hiring team, then quickly contact the candidate.</p>		<p>Choose another option Learner will return to question and choose a different answer.</p> <ul style="list-style-type: none"> • State will change color for answers already chosen.
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	Feedback layer 3: Great choice! The sooner you get back to the candidate with your decision, the sooner your candidate can get started in their new position.		
Notes:			

Slide [21]/ Menu Title: <i>[You did it!]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Stock office image in background Avatar in foreground with speech bubble	Thanks so much for your help with the interview process! You did a great job and I'm confident the candidate you chose will be a great addition to our team.	Thanks so much for your help with the interview process! You did a great job and I'm confident the candidate you chose will be a great addition to our team.	Slide will auto advance when audio finishes.
Notes: Text on slide is inside speech bubble.			

Slide [22]/ Menu Title: <i>[Summary]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Stock image of office in background	Summary (title)	In this module you learned:	Each topic will fade in timed with audio.

Topics will be centered on the slide as they enter	<p>When writing a job description:</p> <ul style="list-style-type: none"> o Know what you want o Don't have a checklist <p>When scheduling interviews:</p> <ul style="list-style-type: none"> o Be timely o Make sure the candidates meet everyone <p>When preparing for interviews</p> <ul style="list-style-type: none"> o Be prepared with your questions o Train the interview team <p>During the interview</p> <ul style="list-style-type: none"> o Remember the purpose 	<p>When writing a job description:</p> <p>Know what you want Don't have a checklist</p> <p>When scheduling interviews:</p> <p>Be timely Make sure the candidates meet everyone</p> <p>When preparing for interviews</p> <p>Be prepared with your questions Train the interview team</p> <p>During the interview</p> <p>Remember the purpose</p> <p>Click next to continue</p>	Learner will click the next button to continue.
Notes:			

Slide [23]/ Menu Title: <i>[Introduce Quiz]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Stock office image in background	Effective Hiring Strategies Quiz (title)	The next three slides will include questions about the information you learned in this course.	Learner will click the next button to begin quiz

	<p>The next three slides will include questions about the information you learned in this course.</p> <p>You must get ALL questions correct to pass this course.</p>	<p>You must get ALL questions correct to pass this course.</p> <p>Good luck!</p> <p>Click the next button when you are ready to begin</p>	
Notes:			

Slide [24]/ Menu Title: <i>[Question 1]</i>			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Neutral color background with office image on left and questions on right	<p>Effective Hiring Strategies</p> <p>Question 1 (title)</p> <p>It is best to take your time your time scheduling interviews once you have chosen your candidates.</p> <ul style="list-style-type: none"> <input type="radio"/> True <input type="radio"/> False 	Choose one correct answer and then click the submit button.	<p>Learner will click on the chosen answer and then click the submit button.</p> <p>Slide will auto-advance to next question when the submit button is clicked.</p>
Notes: Correct answer is False			

Slide [25]/ Menu Title: [Question 2]			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Neutral color background with office image on left and questions on right	<p>Effective Hiring Strategies Question 2 (title)</p> <p>Which of the following is NOT an effective hiring strategy?</p> <ul style="list-style-type: none"> a) Prepare a list of interview questions ahead of time. b) Make decisions and notify candidates quickly c) Schedule multiple interviews so the candidate can meet everyone on the hiring team d) Define the job and necessary qualifications ahead of time. 	Choose one correct answer and then click the submit button.	<p>Learner will click on the chosen answer and then click the submit button.</p> <p>Slide will auto-advance to next question when the submit button is clicked.</p>
Notes: Correct answer is C			

Slide [26]/ Menu Title: [Question 3]			Objective: [#2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Neutral color background with office image on left and questions on right	<p>Effective Hiring Strategies Question 3 (title)</p> <p>Which of the following should you do during the interview? Check 2 that apply.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ask every possible question you can think of regarding the job <input type="checkbox"/> Go off script if needed to get to know the candidate better <input type="checkbox"/> Ask tough questions to try and challenge your candidate and show how smart you are <input type="checkbox"/> Overall, try to stick to the list of predetermined questions 	Choose two correct answers and then click the submit button.	<p>Learner will click the box next to the chosen answers and then click the submit button.</p> <p>Slide will auto-advance to next question when the submit button is clicked.</p>

Notes: Correct answers are B and D			

Slide [27]/ Menu Title: <i>[Results]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Neutral color background.</p> <p>Inset rectangle with text</p>	<p>Assessment Results (title)</p> <p>Your score: (%)</p> <p>Passing score (%)</p> <p>(Button) Retry</p> <p>(Button) Review Results</p>	<p>Here are your results. Click the retry button to try again, or the review button to review your answers. When you are finished, click the next button to continue.</p>	<p>Learner will click on the chosen button to retry or review.</p> <p>Button Retry (will reset and jump to question 1 of assessment)</p> <p>Button Review Results (will jump to question 1 and review each question answer choice)</p> <p>Learner will click the next button to continue.</p>
Notes: Score is calculated from three previous answers			

Slide [28]/ Menu Title: <i>[Congratulations!]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Stock office image in background</p> <p>Avatar in foreground with speech bubble</p>	<p>CONGRATULATIONS!</p> <p>You have successfully completed the Effective Hiring</p>	<p>Congratulations!</p> <p>You have successfully completed the Effective Hiring Strategies course. You are now ready to hire a candidate</p>	<p>Learner will click button of choice.</p> <p>Restart (to view the course again)</p>

(Button) Restart (Button) Exit	Strategies course. You are now ready to hire a candidate that will be the best fit for your company.	that will be the best fit for your company. Click the restart button if you'd like to view the course again or click the exit button if you are finished.	Exit (to close the course)
Notes: Text on slide is inside speech bubble.			