Design Document

Business Purpose	- Company X needs to hire 2000 new members to their technical team this year. They have not been happy with the quality of the new hires they have been getting. - The company's goal is to have HR interviewers have an interviewing strategy that will bring in a higher quality of new hires.
Target Audience	HR interviewers who partner with hiring managers to interview potential employees.
Training Time	20 Minutes
Training Recommendation	1 e-learning course - This is an introductory, knowledge- and comprehension-based course. - This course will include general descriptions for the considerations of an interviewing strategy and determine the correct application in interviewing scenarios. - HR interviewers of our company are spread over a wide geographical region so this course can be an individualized experience with an e-learning course completion at own time and pace. - To help our HR interviewers have success with their interviewing strategies on the job, they will be assigned a mentor, who is at their location, to help assist in applying interviewing strategies.
Deliverables	- Storyboard - E-learning course developed in Storyline 360 - Voiceover narration
Learning Objectives	- Identify the considerations to an interviewing strategy. - Determine the correct application of an interviewing strategy consideration.
Training Outline	- Introduction - Welcome - Navigation - Objectives - Considerations for a good interviewing strategy. - Timeliness, know what you want, don't have a checklist, prepare for your interview, people in the interview need to be trained, remember the purpose of the interview, make sure the candidate meets everybody. - Each have their own brief description of meaning. - Introduction to "Shane", the mentor of the learner. The learner is the HR interviewer. - Shane will help narrate through the following scenarios and give feedback. - Scenarios

	- o Scenario 1
	  - Learner will be given correct and incorrect applications of "timeliness" and "know what you want."
	  - Learner will decide what the correct applications are for the interviewing strategy scenario.
	    - Feedback will be given for each on what should be done or should not be done by Shane.
	  o Scenario 2
	  - Learner will be given correct and incorrect applications of "don't have a checklist", "prepare for the interview", and "train your interviewers / hiring managers."
	  - Learner will decide what the correct applications are for the interviewing strategy scenario.
	    - Feedback will be given for each on what should be done or should not be done by Shane.
	  o Scenario 3
	  - Learner will be given correct and incorrect applications of "remember the purpose" and "make sure the candidate meets everyone."
	  - Learner will decide what the correct applications are for the interviewing strategy scenario.
	    - Feedback will be given for each on what should be done or should not be done by Shane.
	
	- Summary
	  o Recap objectives
	- Quiz
	- Conclusion

Assessment Plan	- Graded Quiz - Must receive an 80% on e-learning course assessment to pass. o Must retake until passed. - 5 questions - Only one attempt for each question.