Design Document

Business Purpose	Company REGROUP needs to recruit and hire 2000 new members for their technical team this year. They would like to hire more qualified individuals to fill these positions. The success rate for hiring qualified people has fallen to 15%. As a result, REGROUP has seen a loss in productivity and would like this training to not only increase the hiring rate of qualified employees by 20% but also increase productivity by 25%. The goal of this training is for interviewers to go into interviews better prepared so they can effectively hire qualified individuals.
Target Audience	HR interviewers who partner with hiring managers to interview potential employees
Training Time	20 minutes The course should take 20 minutes because it gives the learner enough time to truly process the information without feeling rushed.
Training Recommendation	o L2 e-learning course o Scenario based learning o Scaffolded interactivity with knowledge checks o HR interviewers should receive training on effective interviewing practice because statistics provided show that interviewers are not having success hiring qualified candidates for vacant roles in the company o Storyline was chosen as the eLearning module because it provides the learner with not only content, but with a variety of learning modalities. In addition, many of the learners are located in different parts of the country and therefore e-learning is cost effective and can be done from home.
Deliverables	o Design Document o Storyboard including script o 1 L2 e-learning course developed in Articulate Storyline o Voiceover narration
Learning Objectives	o Identify appropriate interview questions for the new-hire interview process o Plan a timely interview o Define the exact job during the interview to hire the best candidate

Training Outline	Introduction
	o Welcome
	o Navigation
	o Learning Objectives
	
	Come Prepared
	   o Determining the number of major topics in your interview.
	   o Planning out at least two questions for each major topic

	Scenario
	   o Real life scenario where learner will practice interviewing skills while asking relevant questions
	   o Knowledge Check
	
	Timeliness
	   o Introduction
	   o Interaction
	         Outlining key components to a timely interview
	   o Knowledge Check
	
	Know Who You Want
	   o Outline the ideal candidate for the job
	   o Interaction
	         Defining job requirements/responsibilities
	   o Summary
	   o Assessment
	   o Congratulations

Assessment Plan	The learner will be given two knowledge checks as well as a 5-question multiple choice quiz. All assessments will be based on learning objectives. The quiz requirement is a passing score of 80%. The learner must receive 80% to complete the course and obtain a certificate.