Effective Interviewing Strategy

Learning Objectives:

1. Describe the five step interview strategy for JOCOM Company.
2. Identify the purpose of preparing a list of questions before the interview.
3. Explain who will be included in the interview process and why.

Outline:

- Course Intro / Objectives
- Your Task
- Meet Julie
- Ask Julie
- Scenario 1: Define the Job and Skills Needed
- Scenario 2: Timeliness is Key
- Scenario 3: Prepare Your Questions
- Scenario 4: Include All Decision Makers
- Scenario 5**:** Choose the Best Hire
- Congratulations

Notes for Reviewers:

- Please focus on the accuracy and completeness of the content during this review cycle.
- Questions or comments for the developer should be indicated in blue. All questions will need to be resolved before the developing the course can begin.
- Text in the Narration/ Voiceover column is narrated audio. This text will not appear on screen but will be heard.
    - Certain “connecting” words or phrases would not appear in written procedure. If you feel the wording needs changing, try reading the text aloud to see if it fits. Make changes if it still seems necessary.

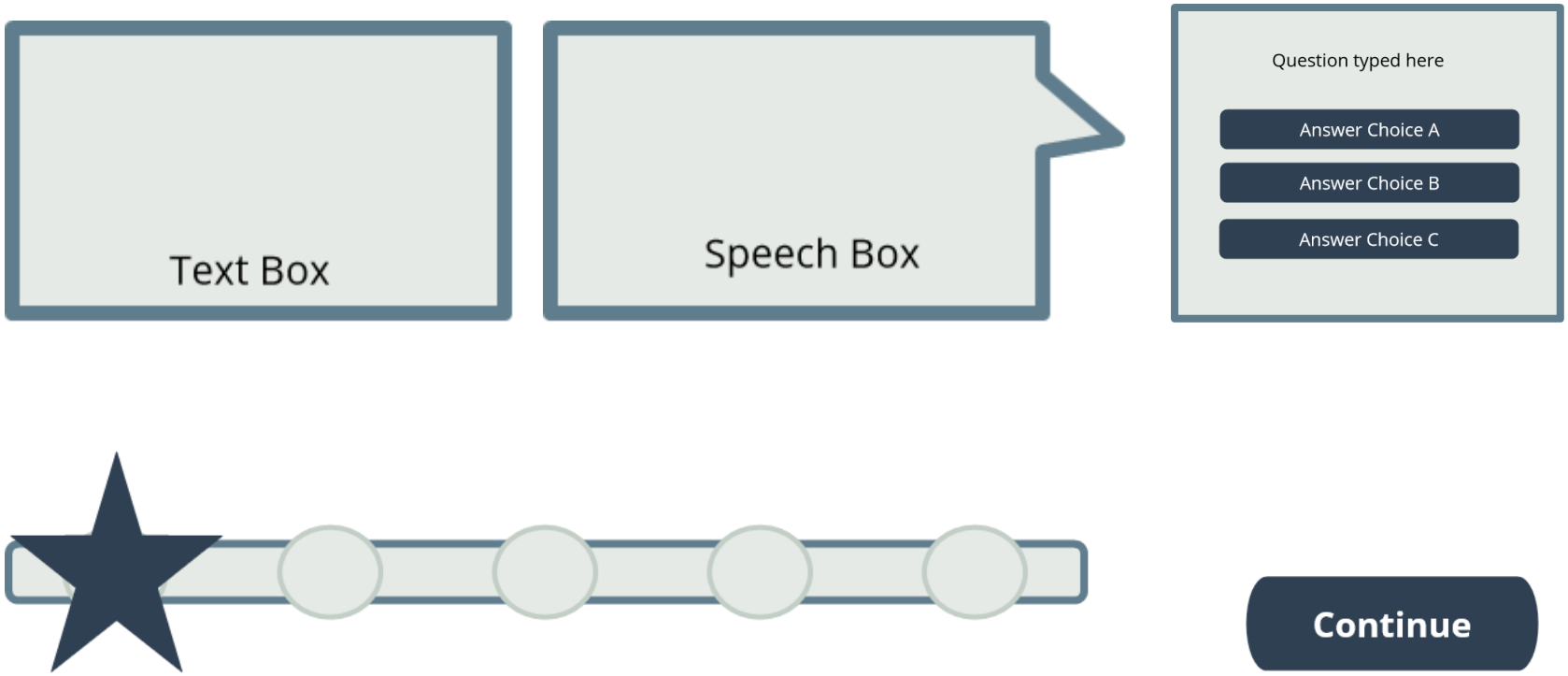
- Capitalization is not important in the Narration column; however, it is very important in the column Slide Text.
- Information included in brackets [ ] or (italics) will not appear on screen or read. These labels are to show the order in which items will appear on screen or provide clarification to the developer.
- Timing for graphics/visuals/on screen text is tied to the narration/audio through a numbering system. For example, where you see a [1] in the narration/audio, you will likely see a [1] in the Visual/Display column telling you when an object is supposed to display on the screen.
- To provide feedback (edits, suggestions, etc.) You can edit directly in the document. To do this, please make sure track changes are on.
    - Click Review tab on the top of the document.
    - Select the Track Changes drop down and make sure “For Everyone” is selected.

General Style Notes:

- The player will be hidden including Menu Bar, Back and Next. The course will use custom buttons to continue.
- The course will use copywrite free images. Images are examples and can be exchanged with similar ones.
- The color scheme will align with corporate branding.

#E5EAE6	#C3CEC6	#607D8D	#2F4052

Enlarged prototype of textboxes, speech boxes, question boxes, game meter, and buttons.



Slide 1.1/ Menu Title: *Welcome*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

	JOCOM Company Effective Interview Strategy Training Button: Get Started	Welcome to the JOCOM Company Effective Interview Strategy training. In today's lesson you will learn about five step interview strategy which will prepare you to conduct effective job interviews. Click the Button to get started.	Button appears as the timeline ends. Button: Jumps to slide 1.2
Notes:			

Slide 1.2/ Menu Title: *Your Job*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
[1]  Text Box	[3] It is your job to hire 2000 new members for the technical team by following the interview planning process provided for you.	[2] You have been tasked with leading a hiring team for JOCOM Company. [3] It is your job to hire 2000 new members for the technical team by following the interview planning process provided for you. The head hiring manager has warned you that other leads have not followed the interviewing strategy and the new hires have not had the skills they needed to successfully do the job.	[1] Background animates in. [3] Textbox floats in from top. Jump to slide 1.3 when the timeline ends.
Notes:			
Slide 1.3/ Menu Title: *Meet Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

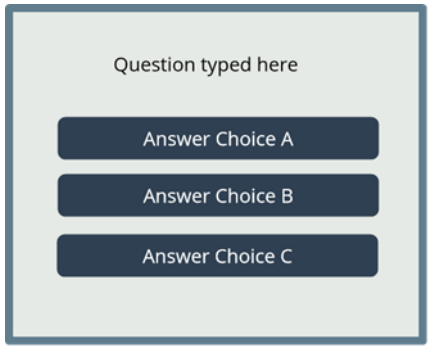
[1]  Text Box	[3] 1. Appropriately define the job and skills needed. 2. Remember timeliness is key when contacting candidates. 3. Prepare your questions ahead of time. 4. Include all decision makers in the interview, and make sure they know their role before the interview begins. 5. Choose your best hire and act quickly.	[2] Hello! I'm Julie, JOCOM Company's head hiring manager. Welcome to our team. We have been working hard to perfect our interviewing strategy. Please follow these five steps when finding qualified candidates and conducting interviews. 1. Appropriately define the job and skills needed. 2. Remember timeliness is key when contacting candidates. 3. Prepare your questions ahead of time. 4. Include all decision makers in the interview, and make sure they know their role before the interview begins. 5. Choose your best hire and act quickly. Following this process will help our company find and hire the best candidates for our technical team.	[1] Background image animates in. [3] Text box with bullet points that appear one at a time. Jump to slide 1.4 when timeline ends.
Notes:			

Slide 1.4/ Menu Title: *Ask Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

 Have a solid background with an image of the bar. Each star will then animate on to the bar during narration.		As you are learning this interview preparation strategy, we want you to become a 5 star hiring manager. We will be giving out stars along your journey. Try to collect all five.	Jump to slide 1.5 when timeline ends.
Notes:			

Slide 1.5/ Menu Title: *Ask Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	Button: Get Started	If you need help implementing this effective interviewing strategy please don't hesitate to ask. Just click on my icon for more assistance. I'll be happy to guide you along the way. Click the Button to get started.	Button: Jumps to slide 1.6
Notes: Show icon in center of the screen. Then have icon move and screen turn to a sample question slide to show where the icon will be located.			

Slide 1.6/ Menu Title: *Define the Job and Skills Needed*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[3] The first thing you have to do is create a job description. You should…	[2] In order to get applicants you need to put a job listing on the JOCOM Company website. [3] The first thing you have to do is create a job description. You should…	[1] Background animates in. [3] Question box will float in from the top.

  	A. Just copy and paste a previous posting for JOCOM. B. Create a new posting, specific to the job criteria needed. C. Take 3 job descriptions and blend them together so you can get a lot of applicants.	A. Just copy and paste a previous posting for JOCOM. B. Create a new posting, specific to the job criteria needed. C. Take 3 job descriptions and blend them together so you can get a lot of applicants.	User will click on answer choice A, B, or C. Answer choices will be created as buttons. A (incorrect) Jump to slide 1.7 B (Correct) Jump to slide 1.8 C (incorrect) Jump to slide 1.9 Avatar icon: jump to layer 1
Notes: Scenario 1 Question Slide			

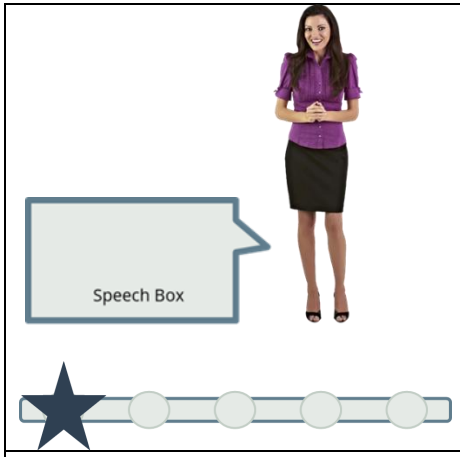
Slide 1.6a/ Menu Title: *Ask Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[4] • Take the time to prepare a new job description	[2] It is important that a company knows exactly what they want before starting the interview process. Here are some things to consider when preparing the job description:	[1] Background image animates in.

 Text Box	for each new job title. • Fully define the job by clearly stating the technologies involved, the team culture and dynamic, and the business skills needed to be successful. • Don't waste your time or the candidate's time by adding criteria that doesn't fit the position. Button: Continue	[4] • Take the time to prepare a new job description for each new job title. • Fully define the job by clearly stating the technologies involved, the team culture and dynamic, and the business skills needed to be successful. • Don't waste your time or the candidate's time by adding criteria that doesn't fit the position.	[3] Text box will float in from the top, to the right of the character. [4] Bullets will appear with narration [5] Button: Appears after last narration. Button: Jump to slide 1.6
Notes: Scenario 1/ Layer 1 Avatar Help			

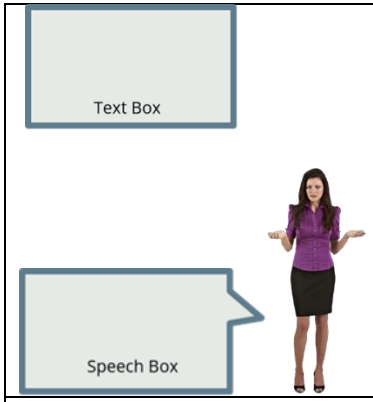
Slide 1.7/ Menu Title: *Define the Job and Skills Needed*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] People begin to send in applications for the vacant position. But their skills do not match the job you need them	[2] People begin to send in applications for the vacant position. But their skills do not match the job you need them to do. You look at your job posting again.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration.

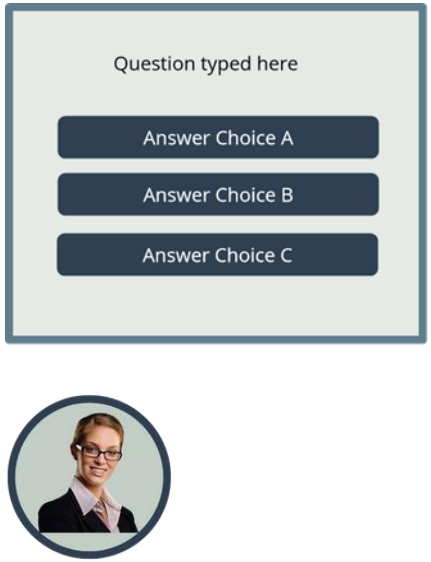
  	to do. You look at your job posting again. [3] "Oh no!" [4] Button: Try Again	[3] Oh no! This job posting does not depict the skills we are actually looking for in a candidate.	[3] Female picture appears with speech bubble text box. [4] Button appears after last narration. Button: Jump to slide 1.6
Notes: Scenario 1- A. Consequence 1			

Slide 1.8/ Menu Title: *Define the Job and Skills Needed*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] "Wow! We are getting applications for some really good candidates." [4] Button: Continue	[2] Wow! We are getting applications for some really good candidates. I am so glad I took the time to create a new job description. Because we accurately defined the job, and people know the skills we are looking for, I am sure we will quickly find a perfect match for our company.	[1] Background image animates in. [2] Female picture appears with speech bubble text box. [3] Game Meter adds one star

			[4] Button: Appears after last narration. Button: Jump to slide 1.10
Notes: Scenario 1. B. Correct Choice			

Slide 1.9/ Menu Title: Define the Job and Skills Needed			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] Because the job description listed qualifying skills for three separate positions, many people felt they were qualified for the position. They all sent in their applications.	[2] Because the job description listed qualifying skills for three separate positions, many people felt they were qualified for the position. They all sent in their applications. [2] What is going on! I have hundreds of job applicants and hardly any of them have the job skills I am looking for. It is	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration.

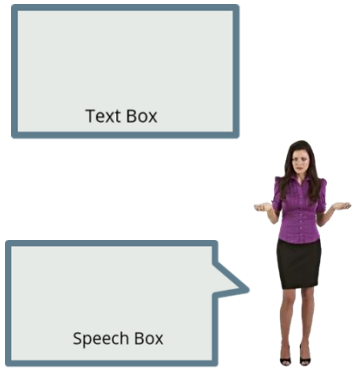
	[3] "What is going on?" Button: Try Again	taking me forever to sift through all of these. I should have made sure that the job posting only listed the necessary skills to perform the job successfully.	[3] Female picture appears with speech bubble text box. Button: appears after last narration Button: Jump to slide 1.6
Notes: Scenario 1- C. Consequence 2			

Slide 1.10/ Menu Title: Timeliness is Key			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[3] Before you call the applicants you should… A. Check your availability to see what day works best for you. B. Add "Schedule Interviews" to your to do list for next week. C. Work with the hiring team to determine the days everyone has availability	[2] Now that you have a good number of qualified candidates it is time to schedule interviews. [3] Before you call the applicants you should… A. Check your availability to see what day works best for you. B. Add "Schedule Interviews" to your to do list for next week. C. Work with the hiring team to determine the days everyone has availability and schedule the interviews as soon as possible.	[1] Background image animates in. [3] Question box will float in from the top. User will click on answer choice A, B, or C. Answer choices will be created as buttons. A (incorrect) Jump to slide 1.11 B (incorrect) Jump to slide 1.12 C (correct) Jump to slide 1.13

	and schedule the interviews as soon as possible.		Avatar icon: Jump to layer 1
Notes: Scenario 2 Prompt and Question			

Slide 1.10a/ Menu Title: *Ask Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
 	[3] When qualified candidates apply we need to quickly: • Schedule the interview • Conduct the interview • Perform the interview [4] Timeliness is key. Button: Continue	[2] When we receive applications from highly qualified candidates it is important that we remain aware that we are not their only employment option. [3] When qualified candidates apply we need to quickly: • Schedule the interview • Conduct the interview • Perform the interview There is nothing more frustrating than losing a great candidate because we fail to get the interview completed. [4] Remember timeliness is the key to hiring top quality employees.	[1] Background image animates in. [3] Text box will float in from the top. Text box fades from screen and [4] appears with narration Button: Appears when the timeline ends. Button: Jump to slide 1.10
Notes: Scenario 2/ Layer 1 Avatar Help			

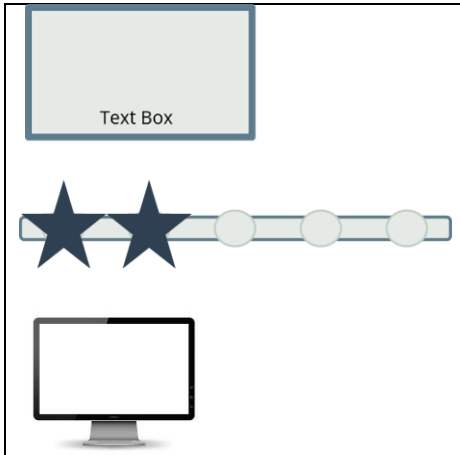
Slide 1.11 Timeliness is Key			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[3] As you are looking at your calendar, you see that you are available for Tuesday and Thursday. So you call the top five	[2] As you are looking at your calendar, you see that you are available for Tuesday and Thursday. So you call the top five candidates and schedule interviews.	[1] Background image animates in.

	candidates and schedule interviews. [4] When Tuesday comes, you realize most of the hiring team is already in a meeting and won't be able to attend interviews today. You decide to continue with your part of the interview and tell the candidates that they will have to schedule a second interview with the rest of the hiring team. [5] "I didn't realize I would have to come back. I wish the entire hiring team could have been in the interview today. I'm a little frustrated by how unorganized things seem." Button: Try Again	[4] When Tuesday comes, you realize most of the hiring team is already in a meeting and won't be able to attend interviews today. You decide to continue with your part of the interview and tell the candidates that they will have to schedule a second interview with the rest of the hiring team. [5] I didn't realize I would have to come back. I wish the entire hiring team could have been in the interview today. I'm a little frustrated by how unorganized things seem.	[3] Text box floats in from the top and fades off screen after narration. [4] Text box floats in from the top and fades off screen after narration. [5] Male talking on the phone picture appears with speech bubble text box. Button: appears after last narration. Button: Jump to slide 1.10
Notes: Scenario 2- A. Consequence 1			

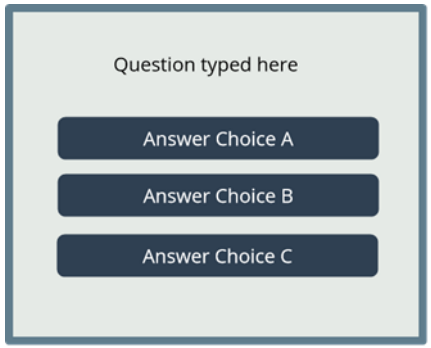
Slide 1.12 Timeliness is Key			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

 	[2] You make sure to add "schedule interviews" to your to do list for next week. You were so busy with other tasks you forget to call candidates until the following Friday. [4] "Ugh! I am so frustrated! Why didn't I do this earlier in the week?" Button: Try Again	[2] You make sure to add "schedule interviews" to your to do list for next week. But, you were so busy with other tasks you forget to call candidates until the following Friday. [3] Unfortunately, it's too late. Most of the candidates you would like to interview have already been hired elsewhere. Now you are going to have to start the process all over. [4] "Ugh! I am so frustrated! Why didn't I do this earlier in the week?"	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Text box floats in from the top and fades off screen after narration. [4] Female picture appears with speech bubble text box. Button: appears after last narration. Button: Jump to slide 1.10
Notes: Scenario 2- B. Consequence 2			

Slide 1.13/ Menu Title: Timeliness is Key			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] You send an email asking if everyone is available to conduct interviews on Thursday. [3] Dear Hiring Team: As you know, when conducting an interview it is important to consider the candidates	[2] You send an email asking if everyone is available to conduct interviews on Thursday. [3] Dear Hiring Team: As you know, when conducting an interview it is important to consider the candidates personal time. I am looking to schedule interviews for next Thursday. Please review your calendar and respond	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Looks like a zoomed in email.

	personal time. I am looking to schedule interviews for next Thursday. Please review your calendar and respond to this email as soon as possible. Correlating our schedules will help us avoid a candidate coming in more than once. Sincerely, Heather Button: Continue	to this email as soon as possible. Correlating our schedules will help us avoid a candidate coming in more than once. Sincerely, Heather	[4] Game Meter adds one star for a total of two. Button: appears after last narration. Button: Jump to slide 1.14.
Notes: Scenario 2- C. Correct			

Slide 1.14/ Menu Title: Prepare Your Questions			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[3] What is the next strategy you should implement? A. Create a list of questions that ensures the candidate will match the company culture.	[2] The interviews have been scheduled and it's time to prepare. [3] What is the next strategy you should implement? A. Create a list of questions that ensures the candidate will match the company culture. B. Prepare a list of questions that will prove the candidate	[1] Background image animates in. [3] Question box will float in from the top. User will click on answer choice A, B, or C. Answer choices will be created as buttons. A (incorrect) Jump to slide 1.15

 	B. Prepare a list of questions that will prove the candidate possesses the skills necessary to perform the job efficiently and will fit in with the company culture. C. Create a checklist that candidates must match in order to be hired.	possesses the skills necessary to perform the job efficiently and will fit in with the company culture. C. Create a checklist that candidates must match in order to be hired.	B (correct) Jump to slide 1.16 C (incorrect) Jump to slide 1.17 Avatar icon: Jump to layer 1
Notes: Scenario 3 Prompt and Question			

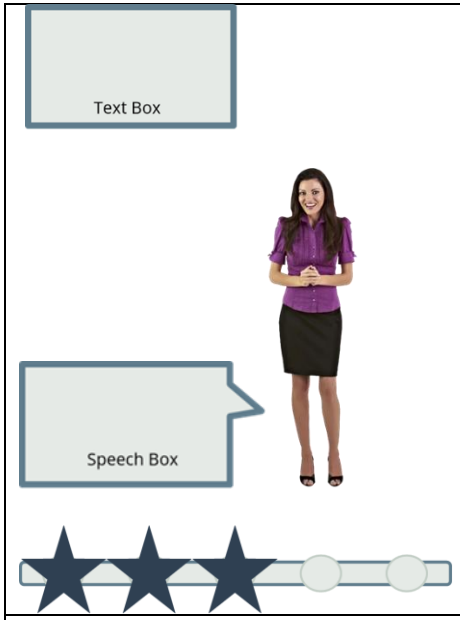
Slide 1.14a/ Menu Title: *Ask Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[3] To be prepared means you: • Know the questions you plan to ask. • Make sure the questions cover the qualifications that are needed	[2] Congratulations! You have now scheduled some of the best candidates for interviews. It is important that you begin preparing for the interview so that they are conducted in a professional manner. We don't want to waste the candidates time by making small talk or discussing topics like the weather, last night's game, or hobbies for thirty minutes.	[1] Background image animates in. [3] Text box will float in from the top. Bullets will enter with narration. Button: Appears after last narration. Button: Jump to slide 1.14.

Text Box	to perform the job tasks. • Be willing to improvise or dig deeper to learn more about a candidate's skills. • Include a few questions that will match your new hire to the business culture. • Do not create a checklist that eliminates candidates willing to learn what's needed for the job. Button: Continue	[3] To be prepared means you: • Know the questions you plan to ask. • Make sure the questions cover the qualifications that are needed to perform the job tasks. • Be willing to improvise or dig deeper to learn more about a candidate's skills. • Include a few questions that will match your new hire to the business culture. • Do not create a checklist that eliminates candidates willing to learn what's needed for the job.	
Notes: Scenario / Layer 1 Avatar Help			

Slide 1.15 Prepare Your Questions			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

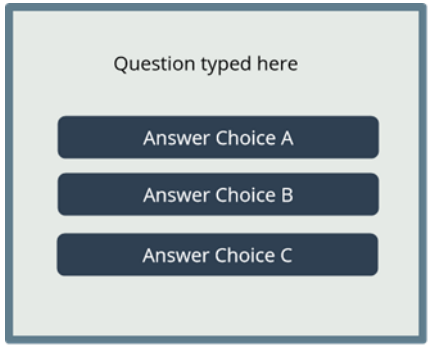
 	[2] During the interview you ask the candidate all of your questions that will match them with company culture. [3] I have no idea if this candidate has the skills they need to perform the job. Button: Try Again	[2] During the interview you ask the candidate all of your questions that will match them with company culture. [3] I can't tell if this person will be a good hire or not. I believe they will fit in well with other employees, but I have no idea if they have the skills they need to perform the job.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Female picture appears with speech bubble text box. Button: appears after last narration. Button: Jump to slide 1.14.
Notes: Scenario 3- A. Consequence 1			

Slide 1.16 Prepare Your Questions			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] During the interview you ask the candidate all of your questions that will confirm they can perform the job tasks. You also ask a few questions that allows you to get to know the candidate.	[2] During the interview you ask the candidate all of your questions that will confirm they can perform the job tasks. You also ask a few questions that allows you to get to know the candidate. [3] That was an excellent interview. The candidate is perfect for this position.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Female picture appears with speech bubble text box.

	[3] "The candidate is perfect for this position." Button: Continue		[4] Game Meter adds one star for a total of three. Button: appears after last narration. Button: Jump to slide 1.18.
Notes: Scenario 3- B. Correct			

Slide 1.17 Prepare Your Questions			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
 	[2] During the interview you have your checklist prepared and ready to mark off. It is important to you to find a candidate that checks off every box. [3] "Maybe I should look at what skills can be learned on the job."	[2] During the interview you have your checklist prepared and ready to mark off. It is important to you to find a candidate that checks off every box. [3] I interviewed 5 people today and no one checked every box on my list. Maybe I should look at what skills can be learned on the job and view those as bonus skills, not must have skills.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Female picture appears with speech bubble text box.

	Button: Try Again		Button: appears after last narration. Button: Jump to slide 1.14.
Notes: Scenario 3- C. Consequence 2			

Slide 1.18/ Menu Title: Include All Decision Makers			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
 	[3] How should you prepare the hiring team for the interviews? A. Send an email that confirms the date and times of the interviews. B. Ask everyone to bring their hardest questions to the interview. C. Require a training meeting to discuss everyone's role in the interview process.	[2] We are still preparing for the interview. The hiring team has been selected. [3] How should you prepare the hiring team for the interviews? A. Send an email that confirms the date and times of the interviews. B. Ask everyone to bring their hardest questions to the interview. C. Require a training meeting to discuss everyone's role in the interview process.	[1] Background image animates in. [3] Question box will float in from the top. User will click on answer choice A, B, or C. Answer choices will be created as buttons. A (incorrect) Jump to slide 1.19 B (incorrect) Jump to slide 1.20 C (correct) Jump to slide 1.21 Avatar icon: Jump to layer 1

			
Notes: Scenario 4 Prompt and Question			

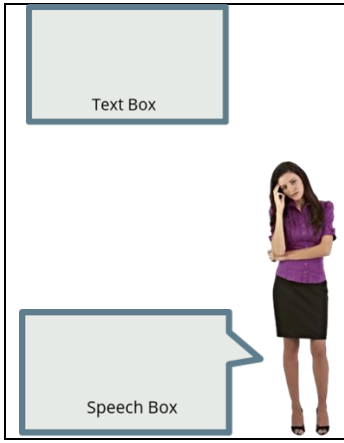
Slide 1.18a/ Menu Title: *Ask Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
 	[3] Continue your preparation by training the rest of the hiring team. Remember some members of the hiring team come from the technical side of the job. You will need to guide them through their role in the interview process. [4] • Share your list of questions,	[2] You've worked to hard to implement an effective interview strategy. You are well on your way to hiring the perfect candidates. [3] Continue your preparation by training the rest of the hiring team. Remember some members of the hiring team come from the technical side of the job. You will need to guide them through their role in the interview process. [4]	[1] Background image animates in. [3] Text box will float in from the top. Words will fade when narration ends. [4] Bullets will enter with narration Button: Appears after last narration. Button: Jump to slide 1.18.

	and allow for suggestions. • Be clear on who will ask which questions. • Reiterate the importance of being prepared. • An interview is not an interrogation. We are not here to one up each other. • The goal is to meet the candidate and learn about their personality as well as their skill set as it pertains to the job. Button: Continue	• Share your list of questions, and allow for suggestions. • Be clear on who will ask which questions. • Reiterate the importance of being prepared. • An interview is not an interrogation. We are not here to one up each other. • The goal is to meet the candidate and learn about their personality as well as their skill set as it pertains to the job.	
Notes: Scenario 4/ Layer 1 Avatar Help			

Slide 1.19 Include All Decision Makers			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

 	[2] The hiring team has all received your email reminder and shows up to the interview. One of the technical team members, Joey, starts a conversation with the candidate. They have talked about the weather and their favorite football team. [3] "I need to train our hiring to team on interview expectations." Button: Try Again	[2] The hiring team has all received your email reminder and shows up to the interview. One of the technical team members, Joey, starts a conversation with the candidate. They have talked about the weather and their favorite football team. [3] I haven't even got to ask my questions. What is Joey doing? How will we know if the candidate is a good fit if we spend our time making small talk. I need to train our hiring to team on interview expectations.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Female picture appears with speech bubble text box. Button: appears after last narration. Button: Jump to slide 1.18.
Notes: Scenario 4- A. Consequence 1			

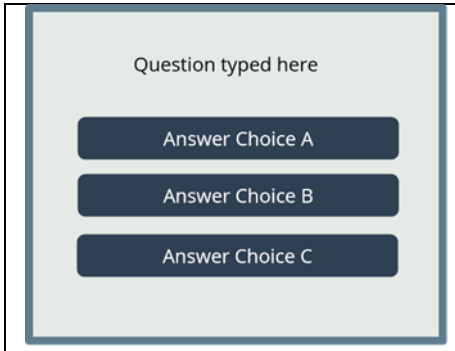
Slide 1.20 Include All Decision Makers			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] The first interview of the day has begun. You begin by introducing yourself and asking a question from your list. You then let the others ask their questions.	[2] The first interview of the day has begun. You begin by introducing yourself and asking a question from your list. You then let the others ask their questions. [3] These questions are really tough. Our candidate looks as if she could cry. This is not supposed to be an interrogation. I	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Female picture appears with speech bubble text box.

	[3] "I should have explained my expectation of a respectful interview environment." Button: Try Again	should have explained my expectation of a respectful interview environment.	Button: appears after last narration. Button: Jump to slide 1.18

Slide 1.21 Include All Decision Makers			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
 Text Box	[2] The training meeting went great. Everyone knows their role in the interview process. The members with technical skills came up with great questions that will screen for necessary skills. [3] "Our interview strategies really paid off." Button: Continue	[2] The training meeting went great. Everyone knows their role in the interview process. The members with technical skills came up with great questions that will screen candidates for necessary job skills. [3] On the day of the interview, all members were present. Everyone did a great job asking questions, probing for more information, and getting to know the candidates. Our interview strategies really paid off.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Female picture appears with speech bubble text box. [4] Game Meter adds one star for a total of four Button: appears after game meter Button: Jump to slide 1.22

			
Notes: Scenario 4- C. Correct			

Slide 1.22/ Menu Title: Choose the Best Hire			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[3] The next step in the hiring process is… A. Ponder the candidates for a couple of weeks and see if you still feel the same way. B. Choose your candidate and call them quickly	[2] The interviews are complete. We have worked hard to find the best candidates by making an accurate job description, preparing interview questions, and training the hiring team on how to conduct interviews. [3] The next step in the hiring process is… A. Ponder the candidates for a couple of weeks and see if you still feel the same way.	[1] Background image animates in. [3] Question box will float in from the top. User will click on answer choice A, B, or C. Answer choices will be created as buttons. A (incorrect) Jump to slide 1.23

 	to offer them a position. C. Let the candidate call you .	B. Choose your candidate and call them quickly to offer them a position. C. Let the candidate call you .	B (incorrect) Jump to slide 1.24 C (incorrect) Jump to slide 1.25 Avatar icon: Jump to layer 1
Notes: Scenario 5 Prompt and Question			

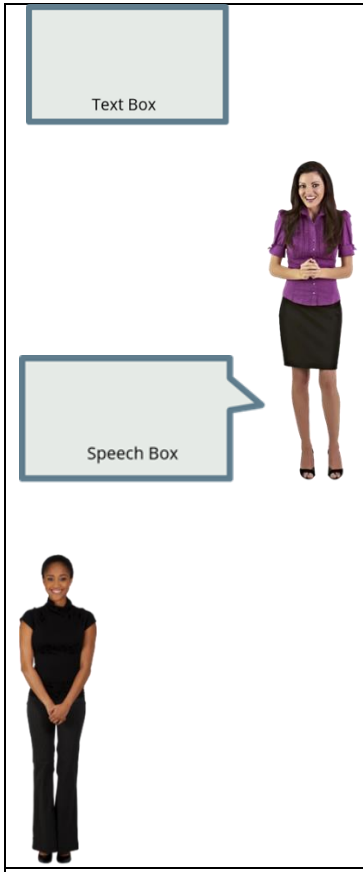
Slide 1.22a/ Menu Title: *Ask Julie*			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[3] After you have interviewed and made your decision you should hire the candidate quickly so they don't… [4] • Search for employment elsewhere.	[2] Here at JOCOM Company it is important that you act in a timely manner when you find a perfect candidate. [3] After you have interviewed and made your decision you should hire the candidate quickly so they don't… [4] • Search for employment elsewhere.	[1] Background image animates in. [3] Text box will float in from the top. Words will fade out and show an empty text box [4] Bullets will enter with narration. Button: appears after last narration.

Text Box	• Accept other offers • View our company as unprofessional and form negative opinions. Button: Continue	• Accept other offers • View our company as unprofessional and form negative opinions.	Button: Jump to slide 1.22
Notes: Scenario 5/ Layer 1 Avatar Help			

Slide 1.23 Choose the Best Hire			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
 Text Box	[2] After finishing the interviews, you make a note of what you liked about each candidate and decide just to think about for a few days. [6] "Hello, Suzy, this is the hiring manager for JOCOM Company, I would like to offer you the position you interviewed for two weeks ago."	[2] After finishing the interviews, you make a note of what you liked about each candidate and decide just to think about for a few days. [3] A two weeks have passed and you call your first choice. [5] Hello! [6] Hello, Suzy, this is the hiring manager for JOCOM Company, I would like to offer you the position you interviewed for two weeks ago.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [4] Phone ringing [6] Female hiring manager and female picture appears with speech bubble text boxes.

	[7] "Oh, I'm sorry. When you did not contact me last week, I accepted a position at another company. I just could not wait any longer to find a job." Button: Try Again	[7] Oh, I'm sorry. When you did not contact me last week, I accepted a position at another company. I just could not wait any longer to find a job.	[7] Female candidate appears with speech bubble text box. Button: appears after last narration. Button: Jump to slide 1.22
Notes: Scenario 5- A. Consequence 1			

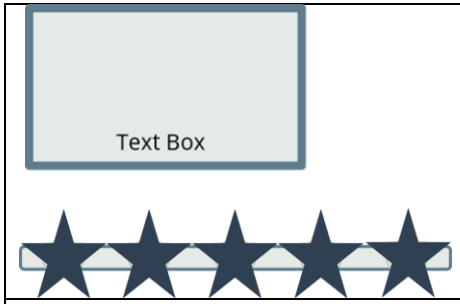
Slide 1.24 Choose the Best Hire			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] After the interviews, you and the hiring team review the candidates one more time. You make a list of the best candidates that you would like to offer a position.	[2] After the interviews, you and the hiring team review the candidates one more time. You make a list of the best candidates that you would like to offer a position. [3] The next day you call the candidate and offer them a position.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration.

	[6] "Hello, Suzy, this is the hiring manager for JOCOM Company, I would like to offer you the position you interviewed for two days ago." [7] "Oh, thank you for contacting me so quickly. I would love to discuss the position further." Button: Continue	[5] Hello! [6] Hello, Suzy, this is the hiring manager for JOCOM Company, I would like to offer you the position you interviewed for two days ago. [7] Oh, thank you for contacting me so quickly. I would love to discuss the position further.	[4] Phone ringing [6] Female hiring manager and female picture appears with speech bubble text boxes. [8] Game Meter adds one star for a total of five Button: appears after game meter Button: Jump to slide 1.26
Notes: Scenario 5- B. Correct			

Slide 1.25 Choose the Best Hire			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**

   	[2] After finishing the interviews, you decide that the perfect candidate will call you if they are really interested in the position. [3] "This doesn't seem to be the best idea after all!" Button: Try Again	[2] After finishing the interviews, you decide that the perfect candidate will call you if they are really interested in the position. [3] You wait two weeks and no one has called. This doesn't seem to be the best idea after all.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Female hiring manager picture appears with speech bubble text boxes. Button: appears after last narration. Button: Jump to slide 1.22
Notes: Scenario 5- C. Consequence 2			

Slide 1.26 Congratulations			
Visual / Display:	**Slide Text:**	**Narration / Voiceover:**	**Animation / Interaction:**
	[2] Congratulations! You have successfully completed the interview process using JOCOM Company's interview strategy. [3] By following this 5-Step process you have found the most talented, highly qualified	[2] Congratulations! You have successfully completed the interview process using JOCOM Company's interview strategies. [3] By following this five step process you have found the most talented, highly qualified candidates for the position. [4] You have earned JOCOM's 5 star Hiring Manager Award.	[1] Background image animates in. [2] Text box floats in from the top and fades off screen after narration. [3] Text box floats in from the top and fades off screen after narration.

	candidates for the position. Button: Exit		[4] Five Stars flashing Button: appears after stars. Button: Exit Course