Business Purpose	Company X needs to hire 2000 employees to their technical team this year. Company X is not content with the current number of and quality of hires. Due to the lack of a consistent, standardized, non-technical and engaging hiring managers and recruiters interview training, Company X has not been able to hire enough quality employees for their technical team. By implementing a consistent, standardized, up-to-date and engaging interview training for the hiring managers and recruiters, Company X will be able to find and retain high-quantity and high-quality candidates to hire.
Target Audience	Hiring managers and recruiters spread throughout the US with varying backgrounds and strengths.
Training Time	20 minutes
Training Recommendation	Design a standardized interview training course that will be used consistently among hiring managers and recruiters to streamline the interview process within the technical team at Company X. The training will be eLearning to accommodate the managers and recruiters spread throughout the US. It will be an engaging, scenario-based training so learners can relate it to their daily life and interviewing situations.

Deliverables	• Storyboard with script
	• 1 eLearning course
	    o Developed in Articulate Storyline 360
	    o Knowledge check and course review
	    o 1 final graded assessment
	    o Includes voice-over narration

Learning Objectives	Learners will be able to… • *IDENTIFY strategies for successful interviewing* • *RECOGNIZE common interviewing mistakes*

Training Outline	• Introduction
	    o Welcome & Course Navigation
	    o Course Overview & Objectives
	
	• IDENTIFY strategies for successful interviewing (Scenario based)
	    o What should Steve do? (Scenario introduction to following strategy)

	▪ Know what you want; define the job • 2-3 tips - o What should Steve do? (Scenario introduction to following strategy) ▪ Schedule interviews and move through them in a timely manner • 2-3 tips - o What should Steve do? (Scenario introduction to following strategy) ▪ Prepare for the interview • 2-3 tips - o What should Steve do? (Scenario introduction to following strategy) ▪ Use a trained interviewer • 2-3 tips - o What should Steve do? (Scenario introduction to following strategy) ▪ Candidate is hired • Help Steve wrap-up the interview process • Knowledge check for learning objective (LO) # 1 • RECOGNIZE common interviewing mistakes - o Poor questioning technique ▪ 2-3 tips - o Asking potentially illegal questions ▪ 2-3 tips - o Being too quick to judge ▪ 2-3 tips - o Fail to listen ▪ 2-3 tips - o Appear uninterested or distracted ▪ 2-3 tips • Course Review - o Brief review of the objectives and what was learned • Final Assessment

	• Congratulations! You have successfully completed this course. You can now conduct a successful interview. *Resources: (included in the RESOURCE section of the menu)* https://hiring.monster.com/resources/recruiting-strategies/interviewing-candidates/job-interview-preparation/ https://www.careerplug.com/blog/common-mistakes-interviewers-make/
Assessment Plan	• 1 FINAL graded assessment with 10 questions (5 related to objective #1 and 5 related objective #2); multiple choice chosen randomly from question bank • 80% or better to pass • 3 attempts to pass