aptMetrics®

INTERVIEWER EXPERIENCE

DEVELOPMENT REPORT

SPECIFICALLY FOR

LOW TEST TEST

09.19.22

Overview:

Thank you for completing the Interviewer Experience, which is designed to help you and your organization select the best candidates in a fair and transparent process. During the Interviewer Experience, you answered questions, made some important decisions, and practiced interviewing fictional candidates. This report is intended to help you continue to develop your interviewing and hiring skills. In the pages that follow, the course learning objectives are presented, followed by additional developmental recommendations.

USE OF THIS REPORT

This report is useful for both inexperienced and experienced hiring managers. Even with substantial experience in hiring and interviewing, best practices can be overlooked, or we can develop less than optimal habits over time.

Step 1: Review the learning objectives and associated definitions.

Step 2: Please reflect on your experience, choices, and answers during the Interviewer Experience and consider those objectives where you felt most challenged.

Step 3: Use the recommended supplemental materials to continue your development in these areas outside of the Interviewer Experience. You may also reenter the identified and most relevant Interview Experience meetings at any time to refresh yourself with the content and continue your development on each learning objective.

Learning Objective and Development Recommendations

The following section provides an overview of each Learning Objective across the simulation modules, specific segments of the supplemental training materials that are most relevant, and the recommended Interview Experience meetings you may wish to revisit to continue your interviewing skills development. The Interviewer Experience meetings shown include those that are most relevant. Additional meetings may also apply, and we encourage you to review any meetings where you have additional questions.

Interview Structure and Strategy

LEARNING OBJECTIVE	RESULT	FEEDBACK	REFERENCE MATERIALS	MEETING
STAYING STRUCTURED	Developing	■ Your answers indicated additional information may be helpful regarding proper structured interviewing best practices. Follow the protocol to help ensure consistency and fairness of interviewing. Please review the reference materials on this learning objective to align with the structured interviewing process.	Resource Book pages: 4; 12-13	Selection Briefing
BUSINESS IMPACT	Developing	■ Additional information may help regarding how structured interview techniques and business performance are related. Proper interviewing procedures are a part of business strategy, including driving profitability, retention, increasing customer or consumer satisfaction, increasing diversity of perspectives, and many other important outcomes. Please review the reference materials on this learning objective to strengthen your knowledge about the business impact of structured interviewing.	Resource Book pages: 12-13	Selection Briefing Project Briefing: Anapol

Interview Structure and Strategy, Cont'd.

LEARNING OBJECTIVE	RESULT	FEEDBACK	REFERENCE MATERIALS	MEETING
CANDIDATE EXPERIENCE	Developing	■ Some choices may not have given candidates the best experience. Remember that while we're evaluating candidates, candidates are also evaluating us. Please review the reference materials on this learning objective to learn how to give candidates the best experience possible.	Resource Book pages: 19	Interview Team Meeting Observation Interview

Biases in Interviews & Selection Processes

LEARNING OBJECTIVE	RESULT	FEEDBACK	REFERENCE MATERIALS	MEETING
UNDERSTANDING BIAS	Developing	■ Your answers indicated that a refresher on rater biases or where rater biases can occur in the interview process may be helpful. Please review the reference materials to understand the potential pitfalls in the interviewing process.	Resource Book pages: 10-11	Selection Briefing Final Selection
DETECTING & ADDRESSING BIAS	Developing	■ Your answers indicated additional education on where potential biases can be and how to address them might be useful. It is important to be aware of where potential biases can occur in the interview process and to be a champion of structured interview techniques. Please review the reference materials to practice how to best identify and address potential bias in interviewing.	Resource Book pages: 10-11	Selection Briefing Final Selection

Interviewing Skills

LEARNING OBJECTIVE	RESULT	FEEDBACK	REFERENCE MATERIALS	MEETING
PREPARING FOR THE INTERVIEW	Developing	■ Your answers indicated additional information could be useful regarding best practices or important steps in preparing for the interview, such as familiarizing yourself with the interview protocol, ensuring alignment with other interviewers, and reviewing relevant information regarding the candidate. Make sure you are prepared as this will help provide a positive candidate experience and will improve the collection of information. Please review the reference materials to get familiar with the steps in preparing for the interview.	Resource Book pages: 19	Interview Team Meeting
CONDUCTING INTERVIEWS & STARS	Developing	■ Your answers indicated additional information regarding how to consistently get candidates to provide a complete STAR during the interview or how to make decisions consistent with best practices while conducting the interviews, may be useful. While completing a STAR can be challenging, this totality of information fulfills what is needed for accurate assessments of candidates. Please review the reference materials on how to apply the STAR method in interviewing.	Resource Book pages: 14-16	Interview Observation Interview Candidate 1, 2, and 3
INTERVIEWING EFFICIENCY	Developing	■ Your responses indicated additional reviews of how to ask efficient, relevant	Resource Book pages: 14-16	Interview Observation

	probing questions focused on the information pertinent to the current STAR could be useful. Remember to stay focused on the subject you need to complete a STAR, and following structured interview best practice is the best way to ensure you get the information you need while also being as efficient as possible. Please review the reference materials on best practices about probing questions.	Interview Candidate 1, 2, and 3

Interviewing Skills, Contd.

LEARNING OBJECTIVE	RESULT	FEEDBACK	REFERENCE MATERIALS	MEETING
DATA EVALUATION & RATING ACCURACY	Developing	■ The ratings you provided for the candidates indicated you may not have utilized the Behaviorally Anchored Rating Scale (BARS). Make sure you use the Behaviorally Anchored Rating Scale (BARS) when you score candidates. Please review the reference materials on how to use BARS to inform your rating. To refresh your knowledge of this topic, review the reference materials on how to use BARS to inform your rating.	Resource Book pages: 17-18	Interview Candidate 1, 2, and 3 Final Selection
NOTE TAKING	Developing	■ Your answers indicated additional education may be useful regarding how to leverage your notes focusing on relevant behavioral anchors and/or how to take notes with an appropriate level of detail. Make sure you are following note-taking guidelines, which can be found in the reference materials on this learning objective.	Resource Book pages: 16	Evaluating Data Interview Candidate 1, 2, and 3