THE PERSONNEL SELECTION TASK: INSTRUCTIONS

BACKGROUND

The Human-Computer Interaction Lab (HCIL) is a research unit at the University of Maryland. The mission of this research unit is to understand and extend the way how people use computer-based technologies. HCIL is **looking for one research assistant (RA)** to join an upcoming project. The project is in collaboration with one research institution in China.

You are assigned as one member of the HCIL Search Committee. There are in total four people serving on this Search Committee: two in the U.S., and two in China. Each person holds *one unique subset* of information about the applicants. The responsibility of this committee is to 1) discuss the materials of all applicants and 2) select the single best candidate for the RA position.

Each committee member will have an assigned pseudo name while completing the task. Your assigned name is Evan.

PROCEDURE

The whole experiment session consists of five phases. The detailed procedures are:

Phases	Est. Time Duration	Requirements
Phase I: Introduction and Practice Trial	15 minutes	• Read through the task instructions and criteria • Perform a practice task to verify your understanding of the selection criteria
Phase II: Small Group Discussion	20 minutes	• Form a 2-people small group with one of the other committee members • Discuss the applicants' materials within your small group
Phase III: Post-Discussion Survey #1	15 minutes	• Review the other small group's discussion (in the format of a chatlog) • Recommend one best candidate for the RA position based on your • Fill out a short survey that asks about your experience on Phase III
Phase IV: Big Group Discussion	20 minutes	• Form a 4-people big group including all the committee members • Discuss the applicants' materials within the big group
Phase V: Post-Discussion Survey #2	15 minutes	• Recommend one best candidate for the RA position • Fill out a short survey that asks about your experience during Phase IV and the whole personnel selection task

PHASE I: INTRODUCTION AND PRACTICE TRIAL

In this phase, you will read through the task instructions and criteria, and perform a practice task to verify your understanding of the selection criteria.

APPLICANTS AND THEIR APPLICANTION MATERIALS

Public CV Shared Among All Committee Members:

There are four applicants to be discussed following the above procedure. Among them, Alex and Taylor are domestic applicants who received education and industrial experience from the U.S.; Yang and Chen are international applicants who received education and industrial experience from China. The Curriculum Vitae (CV) of each applicant includes 7 pieces of public information:

- 1 piece of public information about the applicant's education background
- 3 pieces of public information about the applicant's research experience
- 3 pieces of public information about the applicant's industrial experience

Private Information Held by Each Single Committee Member:

Each committee member will receive *different* private information about each applicant on the CV. The private information serves as supplementary materials to the public information. The Search Committee should take the private information into consideration when comparing between different applicants.

All private information is distributed in a way that allows each committee member to know most about the applicants who are from the *same* region of theirs. The U.S. Search Committee jointly holds 5 pieces of private information about Alex and 5 pieces of private information about Taylor (but only has 2 pieces of private information about each applicant from China). This way of distribution helps the whole Search Committee better interpret the information about each applicant within its socio-cultural context.

<center>**THE PERSONNEL SELECTION TASK: MATERIALS**</center>

Preferred Qualifications

HCIL is looking for one research assistant (RA) to join an upcoming. The project is in collaboration with one research institution in China. The position is open for applicants who base in either the U.S. or China. Please read through the information on provided CVs, and the following criteria will be used to evaluate eligible applicants:

- **Excellent Coursework Performance**:
  The candidate should receive **top grades** in the education program.

- **Solid Research Experience in Quantitative Analysis:**
  The candidate should demonstrate proficient research skills in **large scale data** analysis using **statistical and/or computational methods.**

- **Rich Industrial Experience in Diverse Teams:**
  The candidate should have sufficient experience of working in **cross-department or multi-institutional teams/projects.**

The recommended applicant should be the one who has the *highest* number of preferred qualifications.

Curriculum Vitae (CV)

- Items written in Black are *public information* shared among the whole committee before discussion;
- Items written in Blue are *private information* to which you have exclusive access. Other committee members are not able to see these notes unless you share them during the discussion.