



Student instructions for L3 SHS-LM-PE HR telephone interview task

SHS-LM Module 1 : Design-Think Your Life

1. Students phone their allocated interviewers.
 - See ***Moodle SHS, Leadership & Management, Module 1 Design-Think Your Life, Telephone task*** for the *telephone task schedule* Excel doc. with allocated interviewer, telephone number & email address.
2. Interviewers ask some of the suggested questions : this is a **HR interview** not a job interview
 - See ***Moodle SHS, Leadership & Management, Module 1 Design-Think Your Life, Telephone task*** for the *suggested dialogue & questions* doc.
3. Interviewees must keep to their allocated time slots (see Excel schedule doc.) or miss their interview slot or allocated time period.
4. The interview is in English to allow you to practise international communication skills, but the task evaluates the soft skills focused on in LM Module 1.
 - See ***Moodle SHS, Leadership & Management, Module 1 Design-Think Your Life, Telephone task*** for the *evaluation rubric*.
5. If students phone late, they have the remaining time of their slot only, and cannot use up some, or all, of the following slot.
6. If students miss their allocated slot, they may email interviewers requesting another slot. Please note that interviewers may NOT wish to reschedule a slot with students. Students respect the interviewer's decision.
7. Any questions : email hull@n7.fr or telephone 05 34 32 20 34.