

S&P Capital IQ: Campus Hiring 2015-16

Level 1: Hirevue Interview

Hirevue is the tool that will be used for digital interviewing. This will include an online questionnaire, designed on your candidature. This will need you to **record a video** as answer to each question that appears on the screen. You will not require more than 15 minutes to complete this.

As a candidate, all students are required to follow the following steps to complete their assessment:

- 1. Click on the link:
- 2. Sign in using your Linkedin credentials or sign up on the website
- 3. Upload your resume while singing in or signing up
- 4. It is advisable to take a dry run of the test before you go for the actual test. If you want you may go for the assessment directly too
- 5. Record your answers
- 6. Submit the questionnaire

Remember:

- 1. This may be taken through a desktop, laptop or a smart phone. If you are using a smart phone, you'd be required to download the application from play store first. However, it is advisable to take it from a laptop for better clarity
- 2. This has video based questions; hence make sure that your camera captures both video and audio clearly
- 3. Since you are supposed to record the video online, make sure you have goo internet connectivity
- 4. For each question, you'll have limited specified time to answer; make sure you use this time effectively, since you won't be allowed to move back to any question
- 5. As soon as you submit, you shall receive an email confirmation and we'd also need some time to evaluate the questionnaire
- 6. You may use the tool on Internet Explorer as well but it works best on Chrome
- 7. This interview will act as elimination round; hence appear for the same while you are dressed formally. Make sure of your surroundings and background before you record the video.

For more detailed instructions, go through: <u>http://hirevue.com/help/detailed-instructions</u>