

Round Robin Interviews

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Category: PP: Professional Practice

Type: Class assignment

Level: Undergrad – third year

Duration: 2 Weeks

Abstract: The “Lecture is a passive activity for learners and not always likely to result in retained understanding. Therefore, an educator should seek to engage learners in activities beyond merely writing notes and listening.” (Ankerson & Pable, 2008). Professional Practice lecture class investigating ways to challenge students to research and prepare for potential internship and job interviews. In class assignment; students in groups researched interior design entry or junior level positions at companies varying from local to global interior/architectural as well as retail companies. Students then prepared questions from both the interviewer and interviewee position, using information from the job site, internet, or personal experience. Homework assignment; students were given the company names and positions available to research for upcoming round robin interviews the following class as preparation. Questions from the class activity were not shared. Round robin interviews students roll-played as interviewer and interviewee using the previous developed questions from another group.

Learning Objectives: Research entry level interior design positions, gather information about the company and the position, prepare for difficult interview questions and have insight to practice and experience of the interviewing process.

- Criteria:**
- 1) Entry or Junior level interior design position: research online positions for interior design at interior design/architectural/retail firms
 - 2) Questions development: As a team develop pertinent questions for selected position using the internet, and collective interviewing experience with team for both interviewee and interviewer.
 - 3) Research: the list of selected positions, companies, and job descriptions. Prepare for round robin interviews
 - 4) Round Robin interviews: dress for success, prepare for professional interview session, and have an updated resume printed
 - 5) Write a reflection paper

Process: 42 students in a combined junior/senior level professional class were divided into table groups. During class the students each investigated interior design positions for entry or junior level at various firms. No limit to location, size, or specialty of the firm. As a team, the students then selected the “best” position out of the group. Then the team investigated the firm and position to develop interview questions, ten questions from the position of the interviewer and five questions from the position of interviewee. Students were encouraged to use their personal interview experiences to develop difficult questions they have been asked. Instructor collected all the questions. Posted on blackboard site was the list of all positions and companies for the students to research in preparation for the round robin interviews held during the following class. Over the course of a week, the students prepared for their mock interviews.

Round Robin mock Interviews: Students were to dress for interviews, print current resume, and come to class prepared. Students were given another teams questions and positions and volunteered for either interviewee or interviewer, alternating each transition. After each group completed their interviews the positions and questions were changed between groups until all positions have been completed by each group. A reflection paper was used to evaluate the experience.

Presentation

- Method:**
- 1) Interviewer presentation visual
 - 2) Interviewee presentation visual
 - 3) Written reflection paper

Evaluation: Instructor monitored research, interviewing, and in-class observations. Groups were encouraged to raise questions and or issues during all class time. Students raised questions pertaining to interviewer asking about “team” experience and how to answer if they had not worked on a team project as well as other questions they had not thought they would be asked. Generally, students took the interview process seriously and conducted professional interviews. Reflection papers were insightful to student’s preparation and understanding of the interview process.

Credits: 3

References: Ankerson, K.S., Pable, J. (2008). Interior Design: Practical Strategies for Teaching and Learning. New York, NY: Fairchild Books

Documentation: Interior Design Position inquiry (Table Team in-class), preparation for the round robin interviews:

Description: During class, you and the students at your table are to get online and search for entry level or junior interior design positions that are open. These positions can be anywhere in the world and can be for any specialty area (kitchen & Bath, commercial, hospitality, health care, residential). Make sure you select a position that describes the duties and skills required for this position. Choose 4-5 different positions.

Discuss with your table team and choose one of the positions selected.

Develop questions for:

- Interviewer: hiring people what will they ask? What do you think or believe that they will want to know about you as an interviewee? Do this as a group and create 10 questions
- Interviewee: as an applicant for this position what do you want to know more about this job? No this is not about salary. What are 5 questions you want to know about this position? Look on the original job positions website and investigate this company, what do you want to know about them?

Progressing to the Round Robin:

1. Each table will be given a position selection from another table. You must research the position and company between now and the due date _____.

Interview Round Robin:

Objectives: To roll play for interview (this will be selected randomly), preparing for questions that will be asked during interviews (previous assignment). Professionalism is required, seriousness to prepare and conduct interviews so that all can benefit from this exercise.

Expectation: ✓ Dress for success
✓ Prepare for professional interview session
✓ Have your updated resume printed

Deliverables: 1-2-page reflection paper about the preparation and conclusion of the round robin interview. Answer these questions:

1. How much time did you prepare for this interview? Did you feel it was adequate? Why?

2. Did you feel prepared for during this interview? And what could you have more preparation for? Why?