# HackerRank

# Video interviewing

Integration guide

April 2021

Linked in Talent Hub



Hire more efficiently with HackerRank Interview video conferencing.

LinkedIn Talent Hub makes it easy to set up, manage, and host HackerRank Interview video interviews. Now you can consolidate interview scheduling into a single workflow, so there's more time to connect with your potential hire.

Once HackerRank Interview is authorized, you can send candidates an InMail with a link to your calendar, allowing them to check availability and choose an interview time.



# HackerRank Interviews integration at a glance

By integrating with HackerRank Interviews, you'll be able to complete all of your video interviewing tasks without leaving Talent Hub.

### 1:1 video screen

Video interviewing for Recruiter screening calls

- Requestor/scheduler must be an enterprise licensed user to schedule an interview
- Requestor/scheduler can send candidate a video interview invitation via InMail
- Candidate must be a LinkedIn member to access 1:1 interview

### **Panel interview**

Video interviewing for multiple interviewers

- Account must be on Pro, Business, or Enterprise plan to set up integration
- Requestor/scheduler can use any type of account to schedule an interview
- Interviewers can use any license to access integration
- Each interviewer will receive an invitation with an unique video conference link for each interview
- Avoid sharing this link with anyone other than the intended participants

#### Things to be aware of

#### Fees

There are currently no fees for integration.

#### Promotions

HackerRank offers a 14-day free trial.

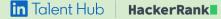
#### Limitations of HackerRank Interview licenses

Customers must have an Enterprise Platform license to enable this integration.

This integration is not for HackerRank Screen. The only available integration offered through Talent Hub is for Code Pair HackerRank Interviews.

#### Get started

Contact or enable HackerRank Interviews



# We'll help you get started.









Enable HackerRank Interviews from the Talent Hub integrations page.

# Sync your email and calendar.

Connect to your email so you can share your availability and receive notifications.

# Schedule an individual video interview via InMail.

You can send candidates an InMail that includes a video interview link. This is typically used for initial l:l video screens.



### Schedule a group video interview directly from Talent Hub.

You can set up an interview with multiple panelists through panel scheduling in Talent Hub.

#### Authorize HackerRank

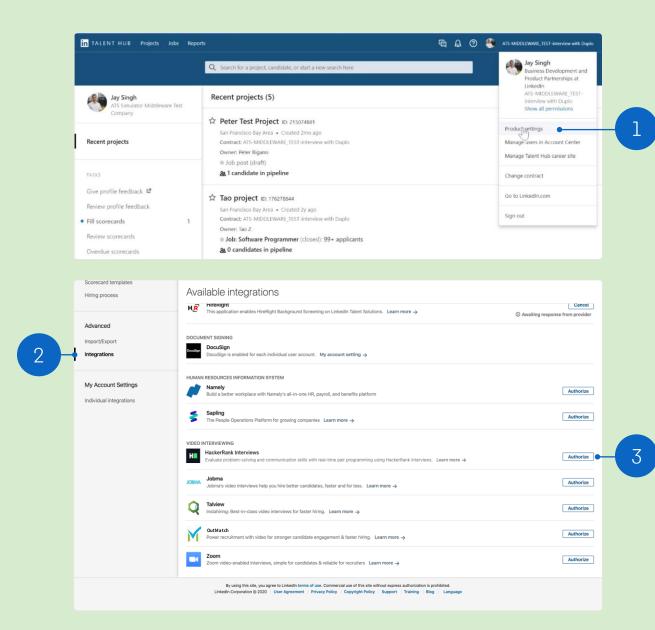
### Authorize HackerRank Interviews in Talent Hub

Admin-only view

First, authorize Talent Hub integration with HackerRank Interviews.

- Click your picture in the upper right-hand corner and select "Product Settings" from the drop-down menu.
- 2. On the Product Settings page, click "Integrations."
- 3. Find HackerRank Interviews under "Available integrations" and click the "Authorize" button.

You will only need to authorize this integration once through your Talent Hub ATS administrator.



#### Authorize HackerRank

### Sign-in & confirm

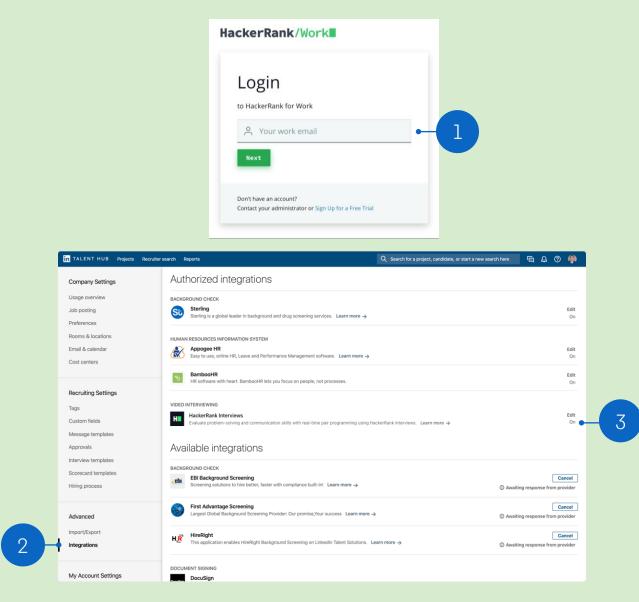
e Admin-only view

1. Sign in to HackerRank Interviews using your credentials.

> You must be assigned Admin access for your HackerRank account to integrate it with Talent Hub. Please have your IT team assist you with this process if you don't have proper permissions.

- In Talent Hub, go back to the "Product Settings" page and click "Integrations". HackerRank Interviews should now appear under "Authorized integrations."
- This contract is now authorized with your provider and will display as "On."

Once authorized, users with the right permissions will be able to send invitations and conduct video interviews from Talent Hub.



### Sync email & calendar

### Prepare to schedule

**O** Interviewer view

Next, connect your email account to Talent Hub so you can set up its scheduling capabilities if you haven't already.

- 1. On the "Product Settings" page, click "Email & calendar."
- 2. Navigate to "Authorize service account for scheduling" and click the "Edit" button to start integrating Talent Hub with Gmail or Outlook.

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Video interviews in Talent Hub are only supported by Gmail and Office 365 accounts.

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Rooms & locations		Google Goolle
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	SCHEDULER	
Recruiting Settings	Allow users to share their availability with candidates Allow users to share their calendar availability with a link when sending messages	Edi

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### Sync email & calendar

### Adjust your preferences

**e** Interviewer view

Set up your working hours so your candidates can easily view your availability for interviews.

- In settings under "Email & calendar," find the "Scheduler" section to manage your calendar preferences.
- 2. Click "Edit" to open preferences for your calendar.
- Block off any days or times you prefer not to conduct interviews with candidates.

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# Send invitations via InMail

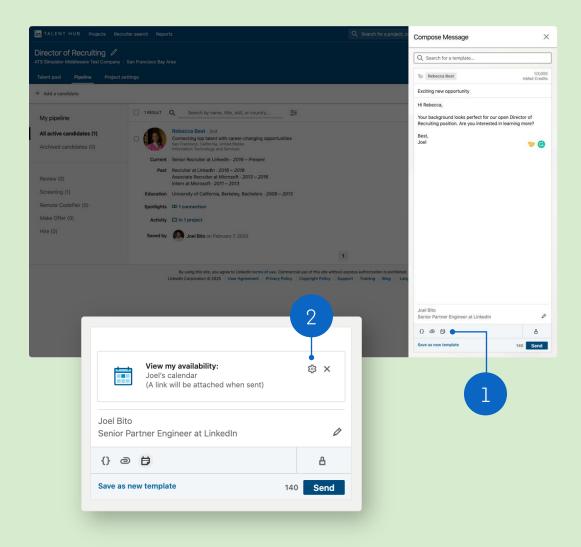
• Interviewer view

You can initiate an initial phone screen or 1:1 interview by sending an InMail.

Once Talent Hub is synced with your email, you can send candidates a video interview link along with your calendar information.

- 1. After writing your InMail, click the calendar icon.
- 2. Then click the gear icon to open video interview options.

In Talent Hub, you can send InMail messages from Pipeline, Recruiter Search view, or the candidate's profile.



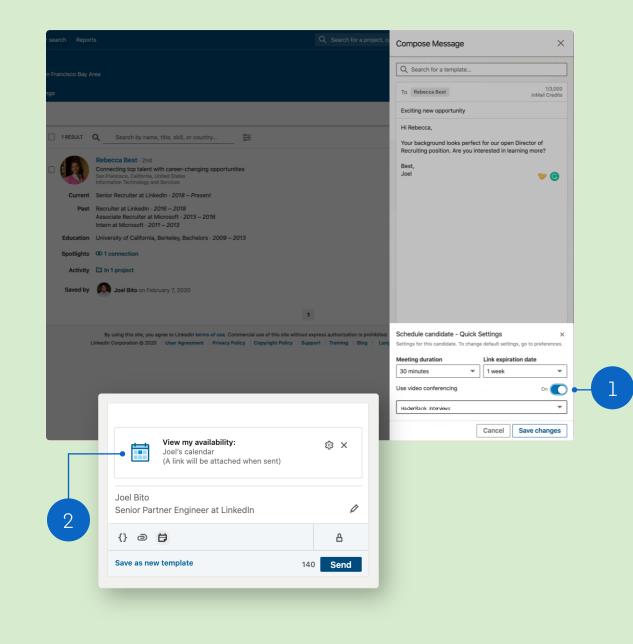
## Add video conference link

**e** Interviewer view

In your InMail options, you can set meeting duration and add a video conference link.

- Move toggle to "On", select "HackerRank Interviews", and set up your interview details.
   When you're finished, click "Save changes."
- 2. Send your InMail to your candidate and await their response.

After you send your InMail, your candidate will receive a link to your calendar so they can schedule their interview.



### Candidate invite view

• Candidate view

- Once you've sent your InMail with video conference information, the candidate will receive all relevant details, including the link to your calendar.
- 2. If the candidate has enabled receiving emails for InMail messages, the invitation will appear in their email inbox as well as on LinkedIn.

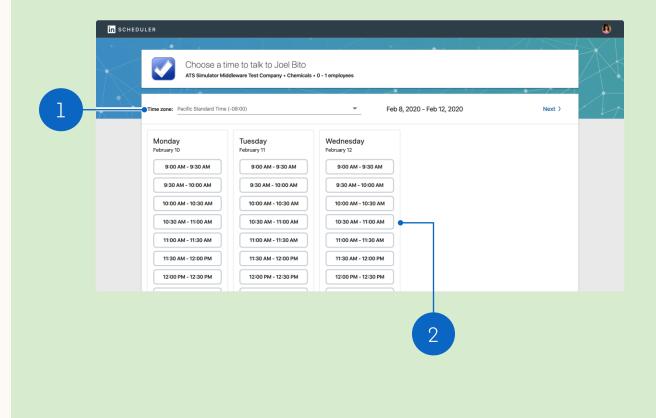
The candidate can then either respond directly or check your availability and schedule an interview time.

### Exciting new opportunity Inbox × Joel Bito <inmail-hit-reply@linkedin.com> Unsubscribe to me 👻 Hi Rebecca. Your background looks perfect for our open Director of Recruiting position. Are you interested in learning more? Best, Joel Joel Bito Joel Bito Senior Partner Engineer at LinkedIn Senior Partner Engineer at LinkedIn in Recruiter Feb 7 Joel Bito . View my availability: <u>https://lnkd.in/g7-Ne5H</u> Exciting new opportunity Hi Rebecca, View message Your background looks perfect for our open Director of Recruiting position. Are you interested in learning more? View Joel's LinkedIn profile Best, Joel Joel Bito Senior Partner Engineer at LinkedIn View my availability: https://lnkd.in/g7-Ne5H Rebecca Best • 12:01 PM "Excited about the opportunity!" Meeting time: February 10, 2020 9:00:00 AM PST Write a message... $\sim$

# Candidate calendar view

**O** Candidate view

- 1. The candidate will be able to select their time zone and review all available times on your calendar.
- 2. Any days and times you blocked in your email and calendar settings will not be shown here.



# Candidate contact information

• Candidate view

- Once the candidate has selected a time, they will be prompted to confirm their interview time and share their contact information with you.
- 2. Candidates can also include a note to send with their confirmation.

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	k with Joel Bito for 30 <b>20, 9:00 AM</b>	minutes on Monday February 10,
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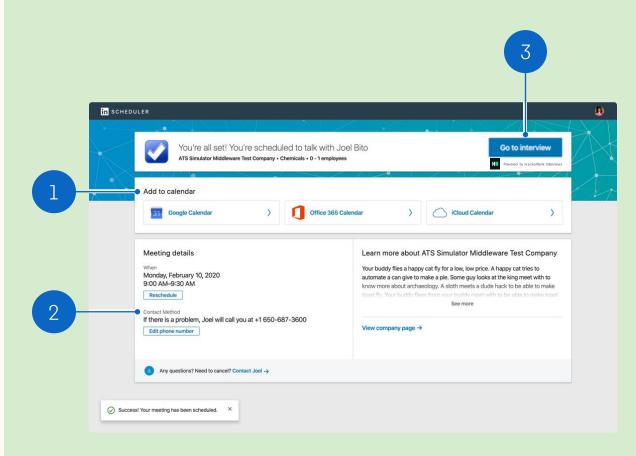
# Confirmation & candidate access

• Candidate view

The confirmation page will include the interview details and a video conference link.

- 1. Candidates can add interviews to their calendars.
- 2. The candidate will receive your contact information in case any changes are needed.
- 3. Candidates can use this link to access the interview.

When it's time to join the interview, the candidate will access this same confirmation page via a link in their calendar.





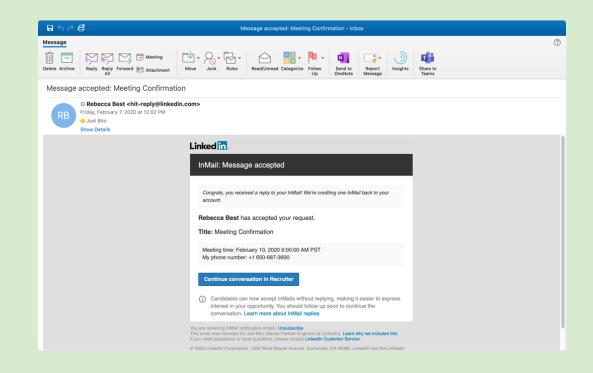
The candidate will need to be signed into their LinkedIn account to access this landing page for 1:1 interviews. For panel interviews, candidates don't have to be LinkedIn members.

# Interviewer confirmation

• Interviewer view

Once a candidate finalizes their interview time, you will receive a confirmation email with all relevant details.

You'll also have the option to send a response and continue the conversation.



in Talent Hub | HackerRank

### Calendar view

**O** Interviewer view

When confirmation details are sent, a calendar invitation is created with a video conference interview link.

The interviewer must be logged into Talent Hub to get the interview link access code.

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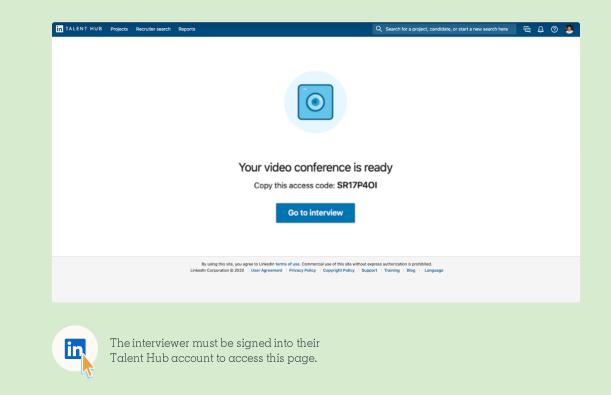
### Interviewer access

**O** Interviewer view

Clicking the interview link will redirect you to your HackerRank Interviews meeting, which may require an access code.

The access code can be found in both the calendar invitation and the confirmation page/email.

Depending on the requestor's interview settings, the video conference may not be accessible outside the hours of the scheduled interview.



### Initiate panel interview

**O** Requestor view

When coordinating a panel interview with multiple interviewers, you can add a video conference link directly into each interview slot for those who need it.

- From the Pipeline, click the ellipses and select "Schedule interview."
- 2. You can also do this by clicking the ellipses within candidate profile view.

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Director of Recru	Rebecca Best 1st Connecting top talent with career-changing opportunities						Recruiting Tools	
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## Select & apply HackerRank Interviews

**e** Requestor view

Next, set times for your panelists.

- 1. In the panel scheduling view, select "HackerRank Interviews" under "Video Conference." Then add your calendar event.
- 2. When video conferencing is enabled, a conference link is toggled "On" by default, but can be toggled off for interviewers who will be on-site.
- 3. Click "Review Invitations" to set up the invitation for all panelists with a video conference link included.



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Everyone in the panel must use the same video conferencing provider.

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### Locate video interview links

e Requestor view

Review your panel invitations and add a video conference link.

- 1. Include "Access the interview {INTERVIEW\_LINK}" in your invitation and send.
- Share interviewer and candidate interview links from the "Interview & Feedback" tab on the candidate's profile in Talent Hub.
- 3. Easily copy the video interview link with one click.

You can replace interviewers as needed.

Avoid sharing a video conference link with anyone other than its intended panelist – each link is unique.



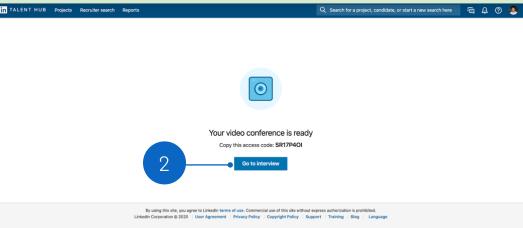
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# Panelist confirmation & access

B Requestor/interviewer view

- Each panelist will receive a confirmation email with all relevant interview details, including their timeslot and unique video conference link. A panelist can also find their unique link on their confirmation page.
- 2. When it's time to join the interview, the interviewer must be logged into Talent Hub to access the video conference page.

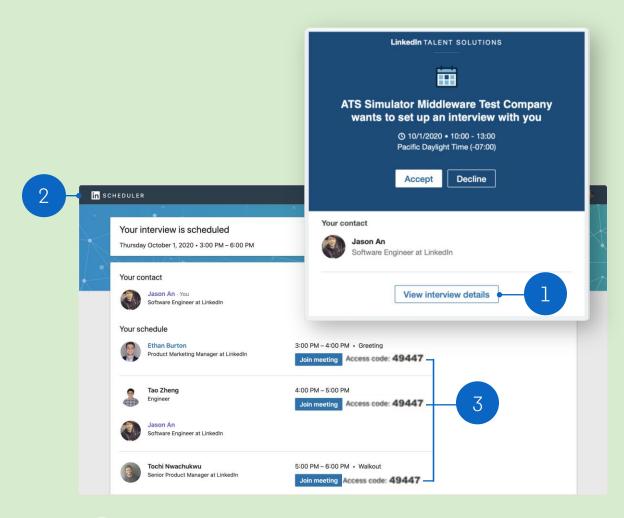
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						After the interview, fill out this interview evaluation form:			
3						https://inkd.in/eAEXidv			
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9						TIME INTERVIEWER TOPIC LOCATION			
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# Candidate confirmation & access

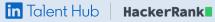
### Candidate view

- Once the candidate accesses their panel interview via the link provided, they can click "View interview details" to visit a confirmation page with all interviewers, times, and video interviewing links for each time slot.
- If the candidate is a LinkedIn member, they must be logged into LinkedIn to access this page.
- A candidate will receive multiple video conference links with unique access codes for the interviews.

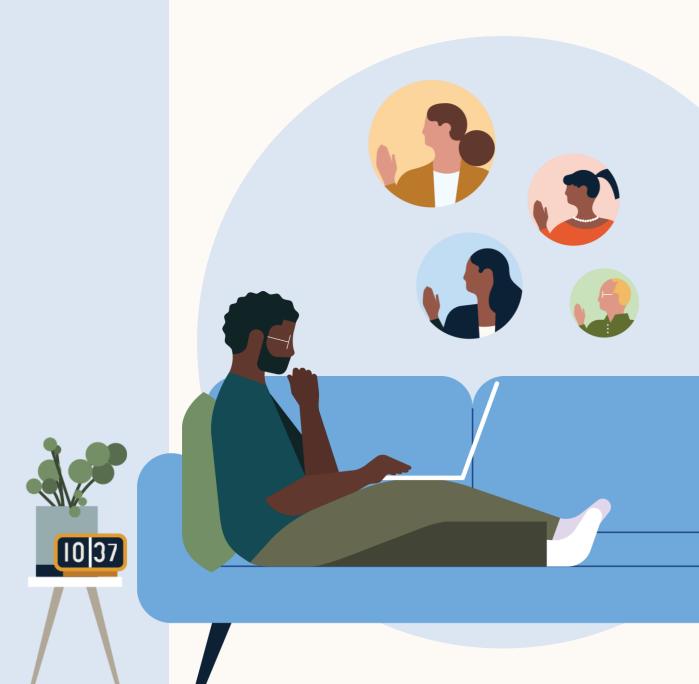




Depending on HackerRank Interviews settings, candidates may not be able to get into the video conference ahead of the scheduled time and need an access code. If necessary, candidates should copy the appropriate access code before selecting "Join meeting."



FAQ



### Frequently asked questions

### 1. Does this integration work for HackerRank Screen (HackerRank's assessments offering)?

This integration is not for HackerRank Screen. The only available integration offered through Talent Hub is for Code Pair HackerRank Interviews.

### 2. Can existing HackerRank Interview customers enable the integration from Talent Hub?

Yes, your Talent Hub admin can enable the integration in the <u>Talent Hub product settings</u>.

### 3. Can new customers sign up for HackerRank Interview from Talent Hub?

New customers can sign up for HackerRank Interview by reaching out here. HackerRank Interview offers a 14-day free trial.

### 4. What permissions/licenses are required to use HackerRank Interview?

Customers must have an enterprise license to enable this integration.

### 5. Does the requestor email have to be the same as the email associated with myHackerRank Interview account? Yes.

### 6. What if I use G-Suite for my calendar?

- If you are a G-Suite user, you will need to authorize the integration with your G-Suite account before using HackerRank Interview. Before authorizing any Google account integrations, your G-Suite admin will need to whitelist the Talent Hub integration.
- More information about whitelisting from Google is available here.

# Questions?

We're here to help you master integrations in Talent Hub.

You'll find more answers in the <u>Help Center</u> and your LinkedIn Support team is always available for additional support.

Thank you.



