



Video interviewing

Integration guide

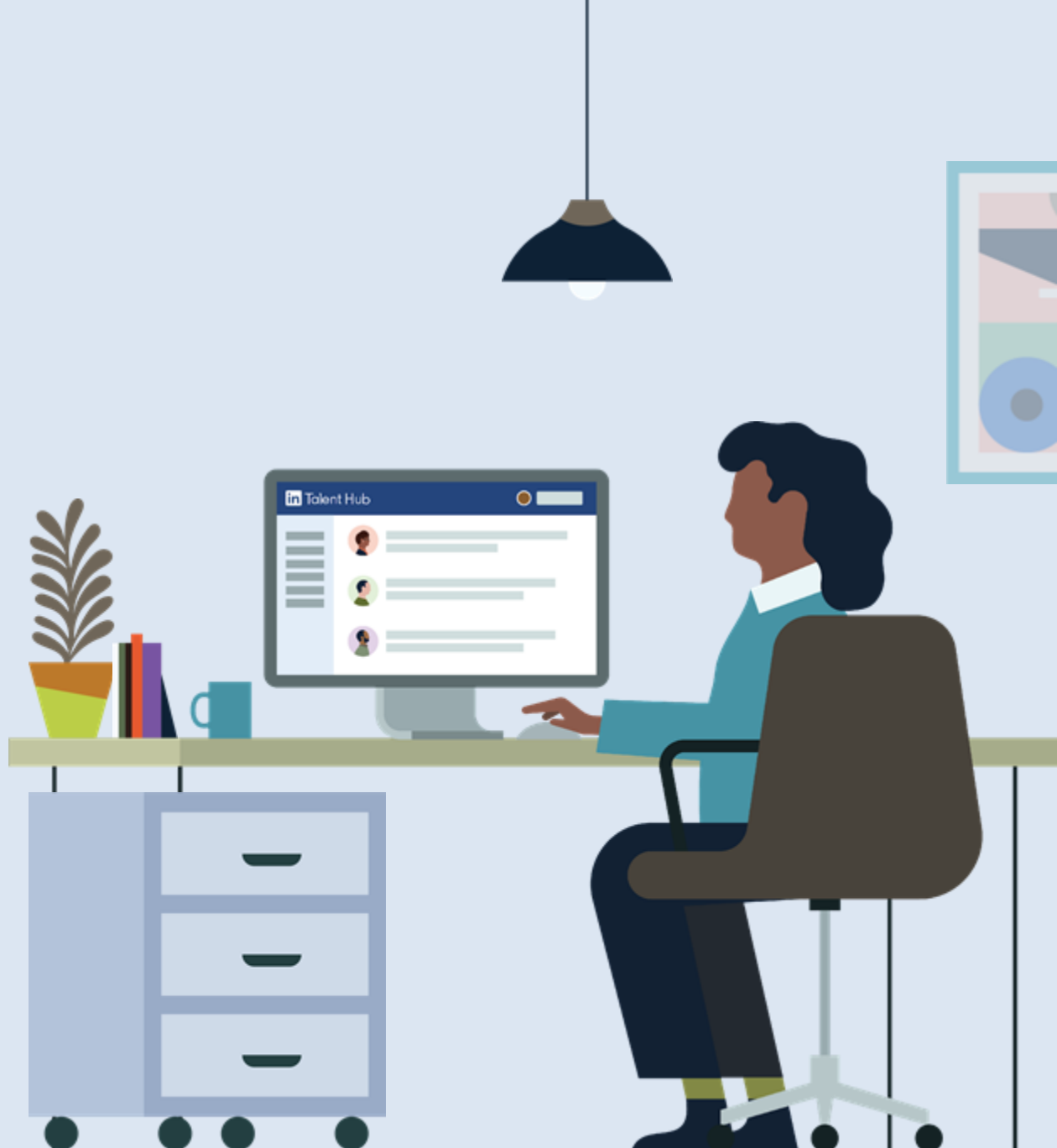


Hire more efficiently with Google Meet video conferencing.

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

With your Google Calendar connected, you can send candidates an InMail or Email with a link to your calendar, allowing them to check availability and choose an interview time for 1:1 screening.

Additionally, with authorization of your company's Google Workspace service account, you can generate Google Meet video links for panel interviews.



Google Meet integration at a glance

By integrating with a video conferencing partner, 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

- 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

- Each panelist will receive an invitation with either a unique video conference link for each interview, or the same video conference link for all interviews
- Interviewers can use their Google account to access video interview link

Things to be aware of

Fees

There are currently no fees for integration.

Promotions

There are currently no promotions for integration.

Authorization (Panel interview)

If you have not already connected to your company's Google Workspace service account, your G-Suite admin will need to first whitelist the Talent Hub integration, instructions [here](#).

Google Meet Features

Click [here](#) to learn more

[Get started](#)

We'll help you get started.

1:1 Interviewing



Ensure your Google Calendar is connected.

Connect to your Google Calendar under My Account Settings to enable Google Meet integration and you can share your availability and receive notifications.



Schedule a Google Meet video interview via InMail directly from Talent Hub.

You can send candidates an InMail that includes a video interview link. This is typically used for initial 1:1 video screens.

Panel Interviewing



Ensure your Google Workspace is authorized.

Connect to your Google Workspace and sync to your company's service account under Company Settings to access employee availability and scheduling.



Schedule a group video interview directly from Talent Hub.

You can set up an interview with multiple panelists through panel scheduling in Talent Hub with Google Meet link(s).

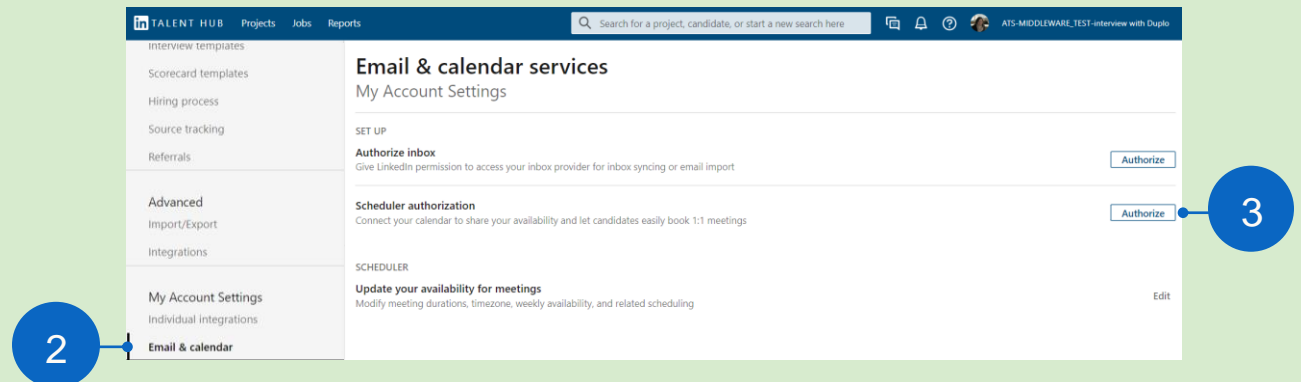
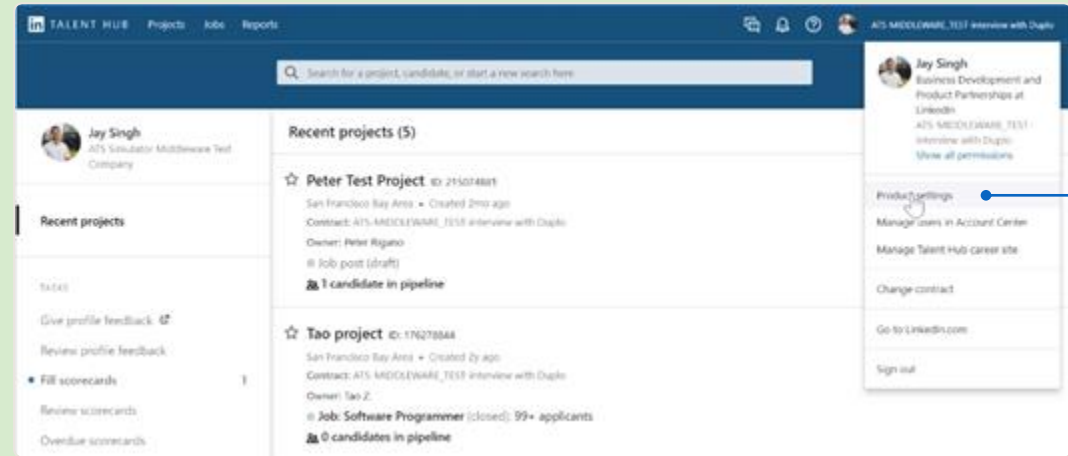
Ensure Google Calendar is connected in Talent Hub

 Admin-only view

The Google Meet integration is available once your Google Calendar has been connected.

If you have not already done so, use the following steps to connect to your Google Calendar:

1. Click your picture in the upper right-hand corner and select “Product Settings” from the drop-down menu.
2. On the left, click “Email & calendar” under “My Account Settings”
3. Connect to your Google account under “Scheduler authorization” to sync your calendar



Adjust your preferences

 Interviewer view

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

- 1. Under “My Account Settings” in “Email & calendar”, find the “Scheduler” section to manage your calendar preferences.
- 2. Click “Edit” to open preferences for your calendar.
- 3. Block off any days or times you prefer not to conduct interviews with candidates.

1

2

3

TALENT HUB

Projects

Jobs

Reports

Search for a project, car

Approvals

Interview templates

Scorecard templates

Hiring process

Source tracking

Referrals

Advanced

Import/Export

Integrations

My Account Settings

Individual integrations

Email & calendar

Email & calendar services

My Account Settings

SET UP

Authorize inbox

Give LinkedIn permission to access your inbox provider for inbox syncing or email import

Authorize

Scheduler authorization

Connect your calendar to share your availability and let candidates easily book 1:1 meetings

Authorize

SCHEDULER

Update your availability for meetings

Modify meeting durations, timezone, weekly availability, and related scheduling

Edit

Scheduler Settings

How long do meetings last by default?

You can customize this for each invite you send

30 minutes

What is your preferred time zone?

America/Los_Angeles (-08:00)

Working hours

Sunday

OFF

+

Monday

9:00 AM

-

5:00 PM

×

Tuesday

9:00 AM

-

5:00 PM

×

Wednesday

9:00 AM

-

5:00 PM

×

Thursday

9:00 AM

-

5:00 PM

×

Friday

9:00 AM

-



5:00 PM

×

Saturday

OFF

+

 | 

1:1 invitations via InMail

Send invitations via InMail

Interviewer view

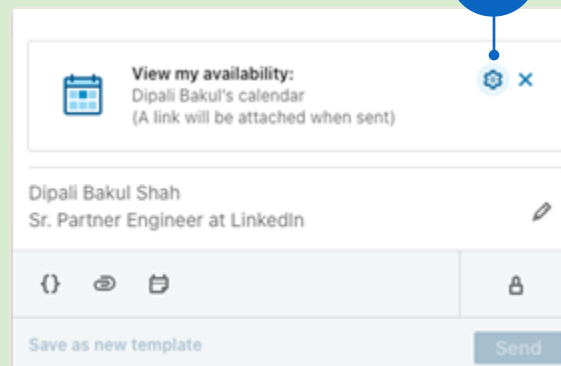
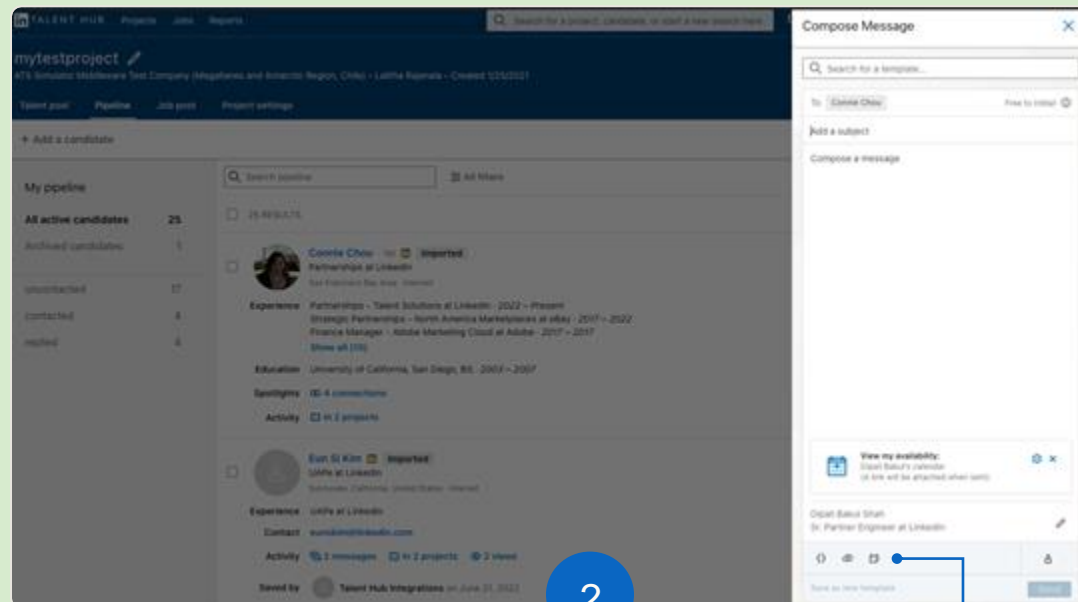
You can initiate an initial phone screen or 1:1 interview by sending an InMail.

Once your Google Calendar is connected, 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.



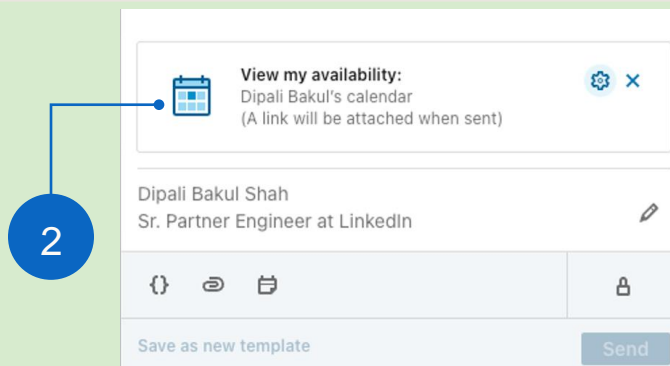
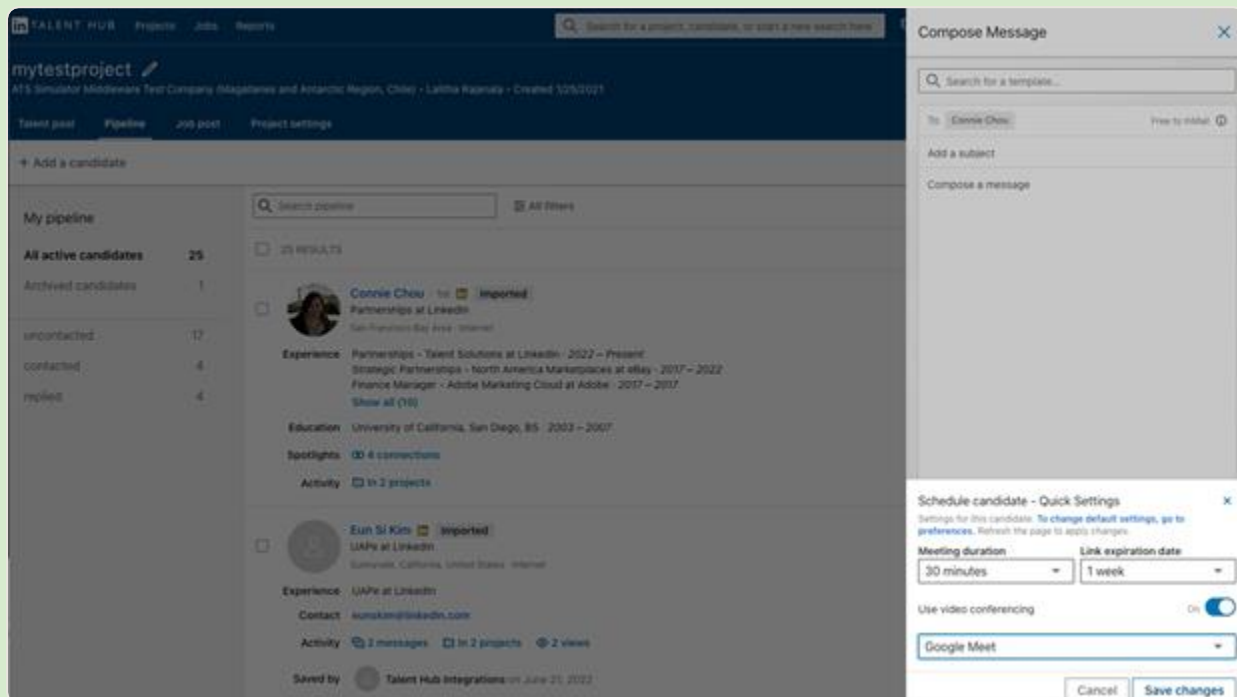
Add video conference link

Interviewer view

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

1. Move toggle to “On”, select “Google Meet”, 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.

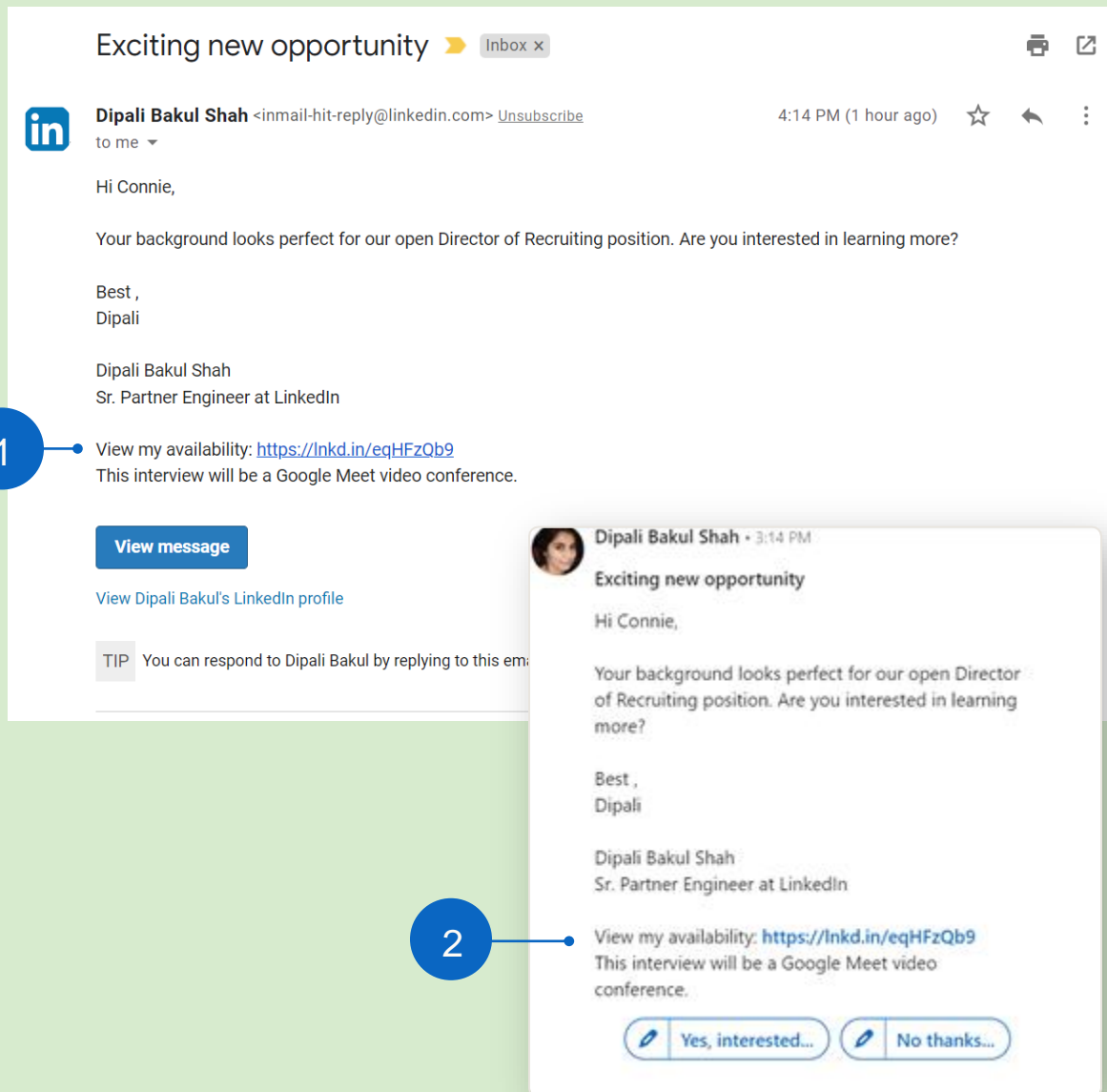


Candidate invite view


 Candidate view


1. 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.



The screenshot displays an InMail message titled "Exciting new opportunity" from Dipali Bakul Shah to Connie. The message content includes a greeting, a compliment on Connie's background, and an invitation to learn more about a Director of Recruiting position. A callout window, labeled with a blue circle and the number "1", shows the candidate's view of the message. This view includes a "View message" button, a link to Dipali's LinkedIn profile, and a "TIP" section. A second callout window, labeled with a blue circle and the number "2", shows the candidate's response options: "Yes, interested..." and "No thanks...".

Exciting new opportunity 

 **Dipali Bakul Shah** <inmail-hit-reply@linkedin.com> [Unsubscribe](#) 4:14 PM (1 hour ago) ☆ ↩ ⋮

to me ▾

Hi Connie,

Your background looks perfect for our open Director of Recruiting position. Are you interested in learning more?

Best ,
Dipali


Dipali Bakul Shah
Sr. Partner Engineer at LinkedIn

1 View my availability: <https://lnkd.in/eqHFzQb9>
This interview will be a Google Meet video conference.

[View message](#)

[View Dipali Bakul's LinkedIn profile](#)

TIP You can respond to Dipali Bakul by replying to this email

 **Dipali Bakul Shah** • 3:14 PM

Exciting new opportunity



Hi Connie,

Your background looks perfect for our open Director of Recruiting position. Are you interested in learning more?

Best ,
Dipali

Dipali Bakul Shah
Sr. Partner Engineer at LinkedIn

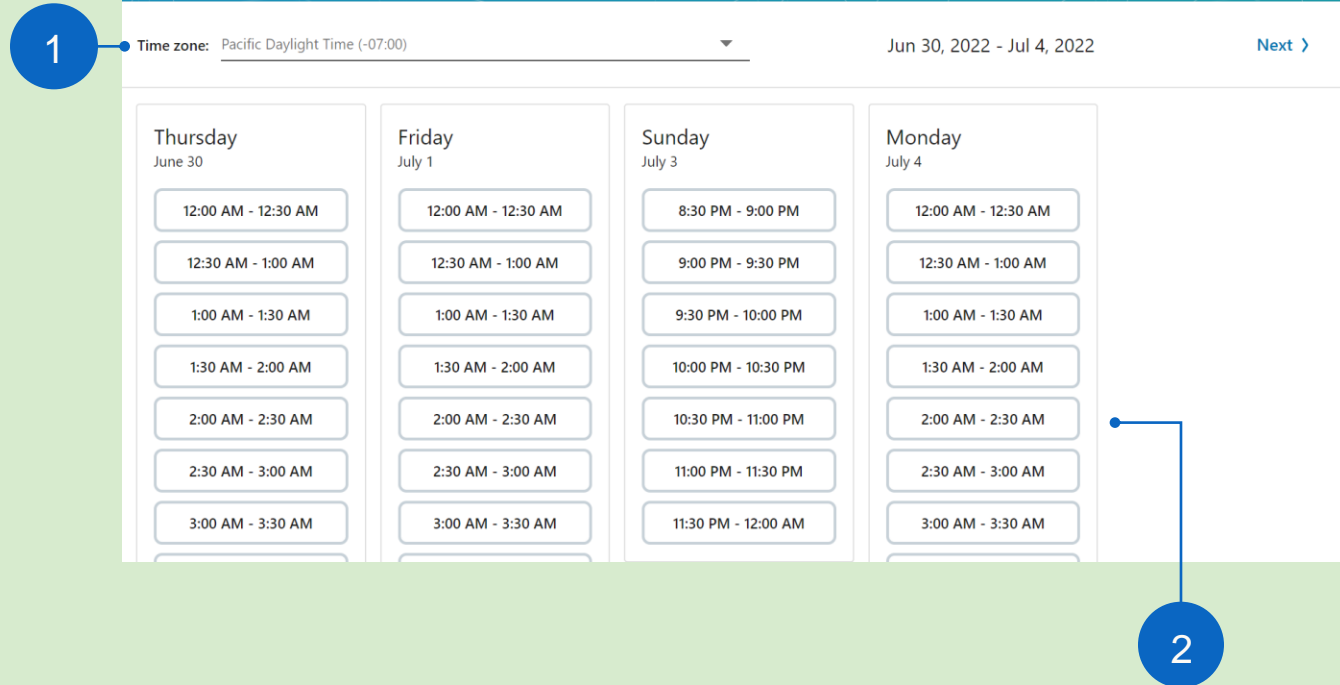
2 View my availability: <https://lnkd.in/eqHFzQb9>
This interview will be a Google Meet video conference.

 Yes, interested...  No thanks...

Candidate calendar view

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.



The screenshot shows a web interface for scheduling an interview. At the top, it says "Choose a time to talk to Dipali Bakul Shah" and "ATS Simulator Middleware Test Company • Chemical Manufacturing • 0". A note on the right states "This interview will be a Google Meet video conference". Below this is a header bar with "Time zone: Pacific Daylight Time (-07:00)" and a date range "Jun 30, 2022 - Jul 4, 2022" with a "Next >" link. The main area displays a calendar grid for Thursday (June 30), Friday (July 1), Sunday (July 3), and Monday (July 4). Each day has a list of time slots. Callout 1 points to the "Time zone" dropdown. Callout 2 points to the "Next >" link.

1

Time zone: Pacific Daylight Time (-07:00)

Jun 30, 2022 - Jul 4, 2022

Next >

Thursday June 30	Friday July 1	Sunday July 3	Monday July 4
12:00 AM - 12:30 AM	12:00 AM - 12:30 AM	8:30 PM - 9:00 PM	12:00 AM - 12:30 AM
12:30 AM - 1:00 AM	12:30 AM - 1:00 AM	9:00 PM - 9:30 PM	12:30 AM - 1:00 AM
1:00 AM - 1:30 AM	1:00 AM - 1:30 AM	9:30 PM - 10:00 PM	1:00 AM - 1:30 AM
1:30 AM - 2:00 AM	1:30 AM - 2:00 AM	10:00 PM - 10:30 PM	1:30 AM - 2:00 AM
2:00 AM - 2:30 AM	2:00 AM - 2:30 AM	10:30 PM - 11:00 PM	2:00 AM - 2:30 AM
2:30 AM - 3:00 AM	2:30 AM - 3:00 AM	11:00 PM - 11:30 PM	2:30 AM - 3:00 AM
3:00 AM - 3:30 AM	3:00 AM - 3:30 AM	11:30 PM - 12:00 AM	3:00 AM - 3:30 AM


2

Candidate contact information


 Candidate view

1. 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.

Confirm details



Talk with Dipali Bakul Shah for 30 minutes on **Thursday June 30, 2022 at 11:00 PM**

 This interview will be a Google Meet video conference

1

Add your contact information

Country Code

United States

Phone number *

16262312511

E-mail (optional)

conniechou@gmail.com

2

Add a note to send with your confirmation

☒ "Excited about the opportunity!"

☐ "Thanks, looking forward to talking with you."

☐ No note

☐ Custom

Note: we'll send these details to Dipali Bakul on your behalf

Cancel

Confirm

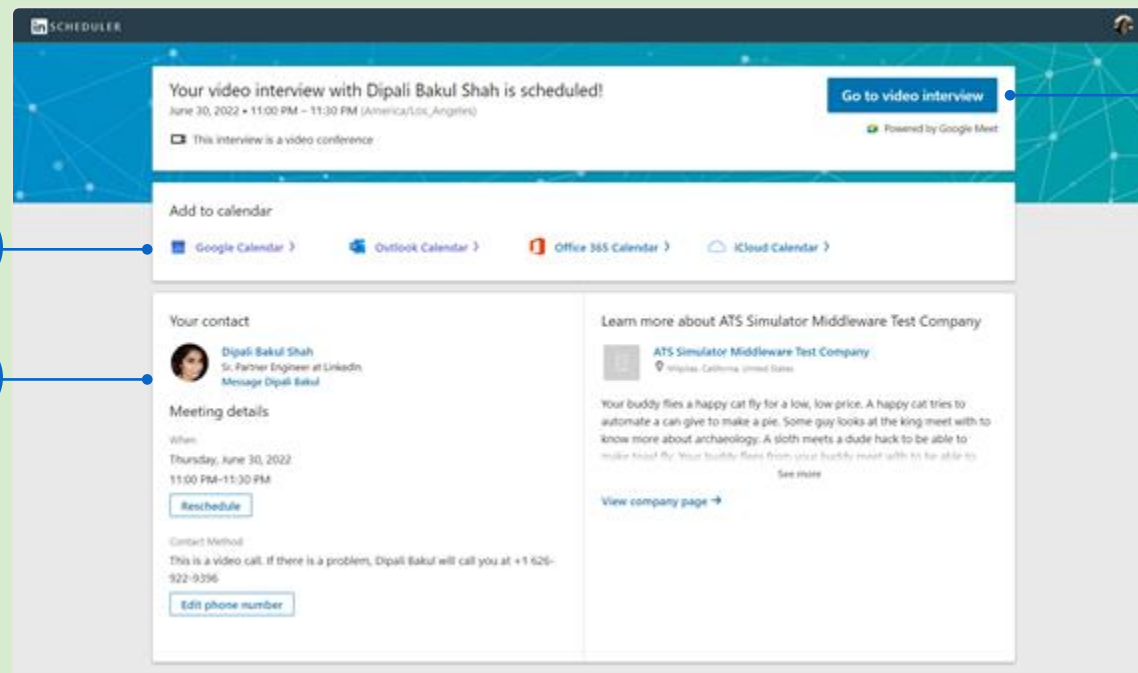
Confirmation & candidate access

 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.

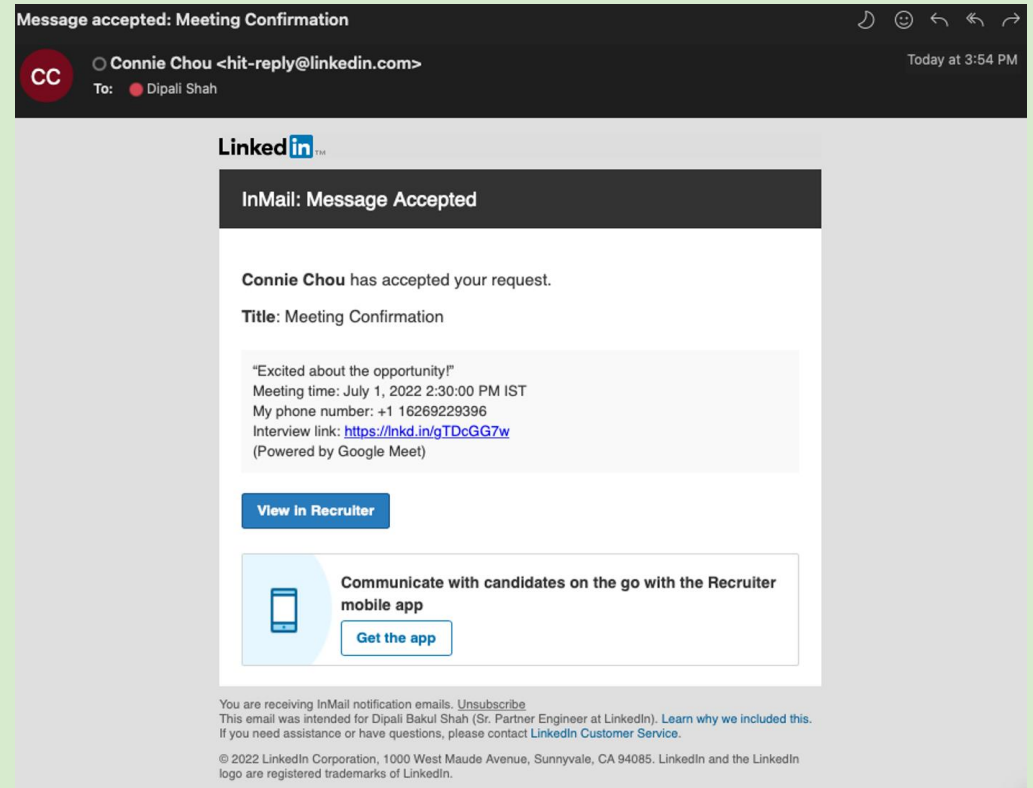
1:1 invitations via InMail

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.



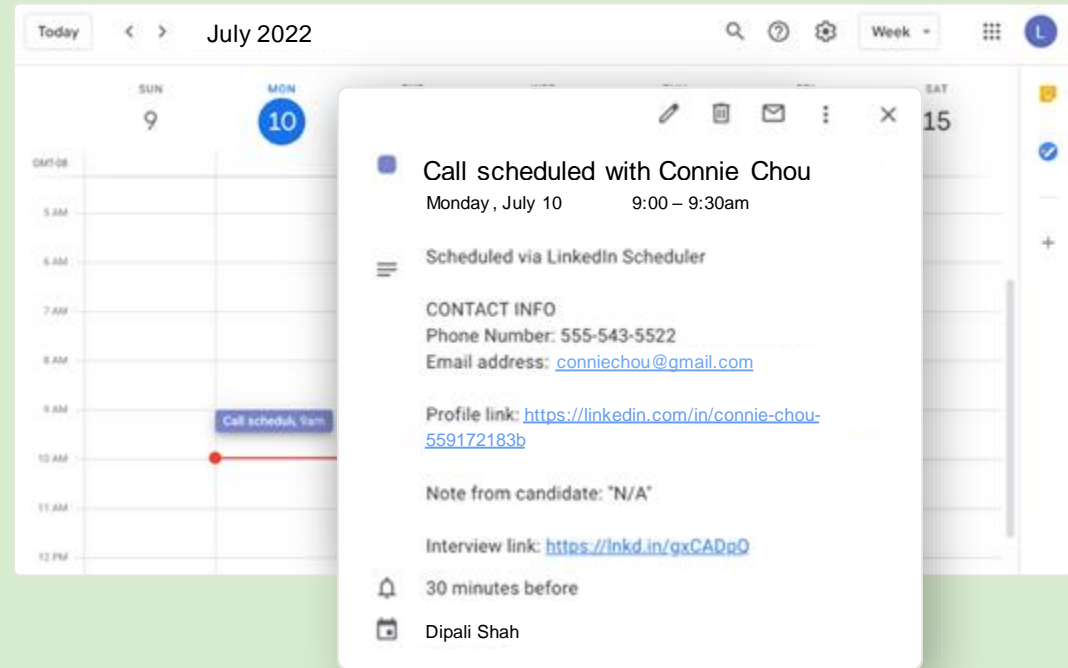
1:1 invitations via InMail

Calendar view

 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.

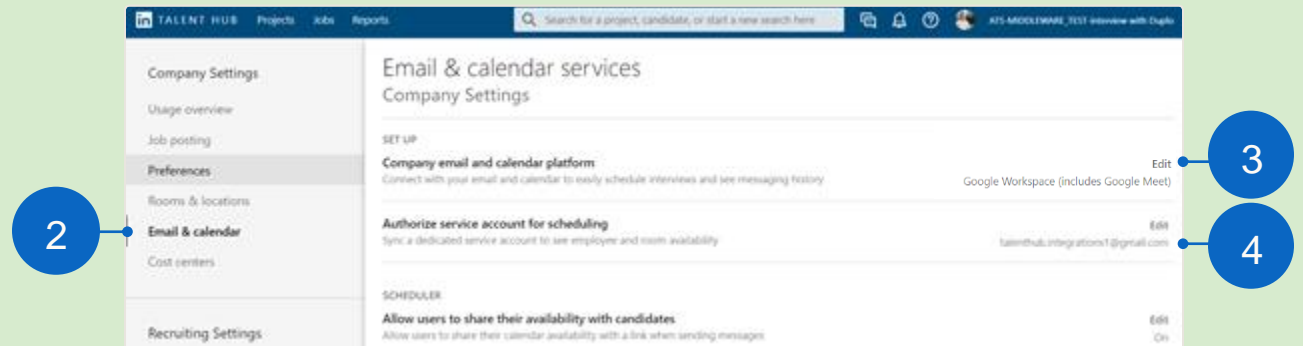
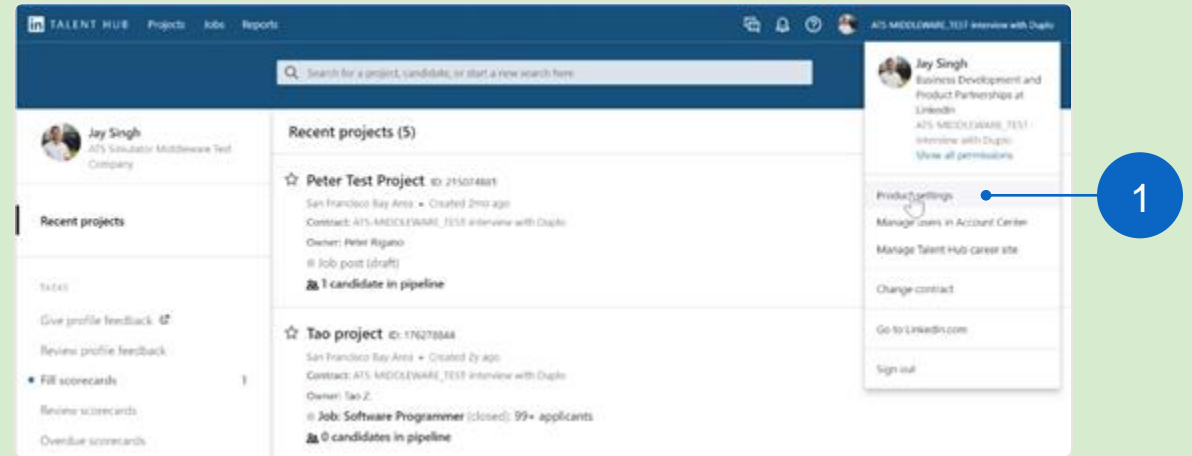


Ensure Google Workspace is connected in Talent Hub

👤 Admin-only view

If you have not already done so, use the following steps to connect to your Google Workspace and associated service account to enable panel scheduling:

1. Click your picture in the upper right hand corner and select “Product Settings” from the drop-down menu.
2. On the left, click “Email & calendar” under “Company Settings”
3. Select “Google Workspace” as your company email & calendar platform
4. Connect to your company’s Google service account to access employee availability and enable panel scheduling
*your G-Suite admin will need to first whitelist the Talent Hub integration, instructions [here](#)

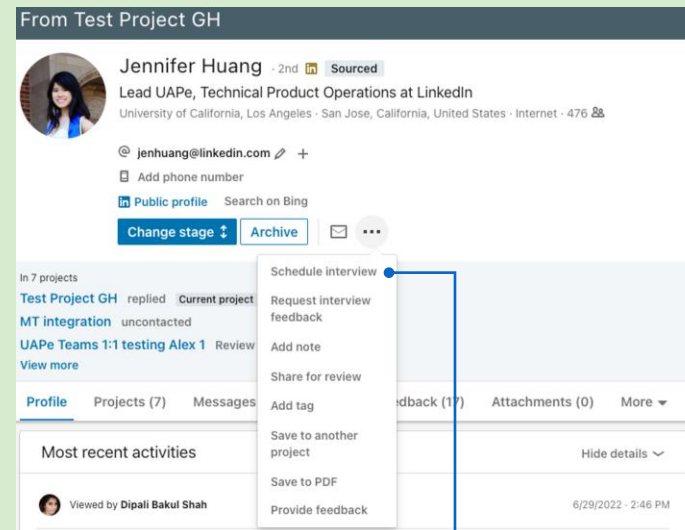
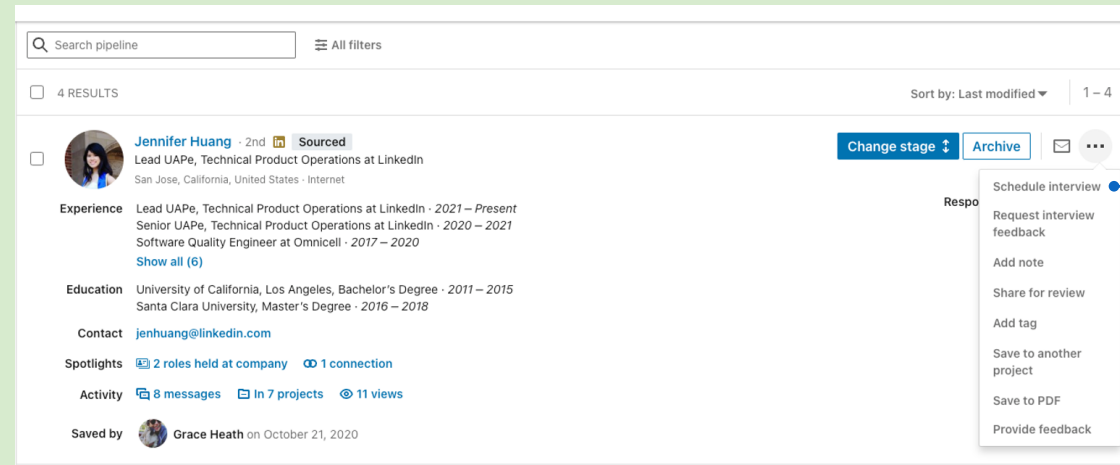


Initiate panel interview

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.

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



Panel scheduling

Select & apply Google Meet

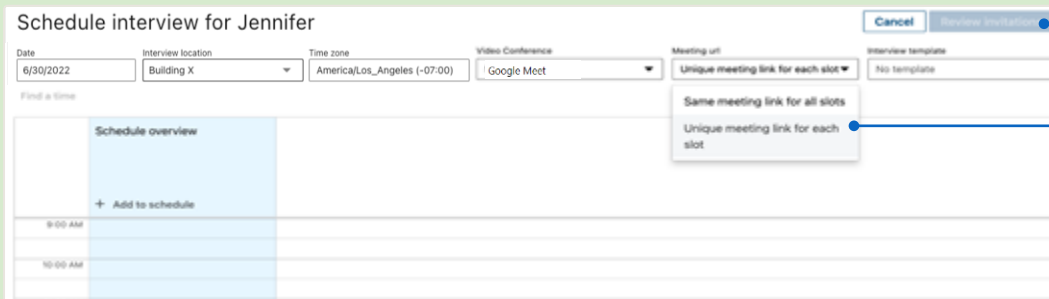
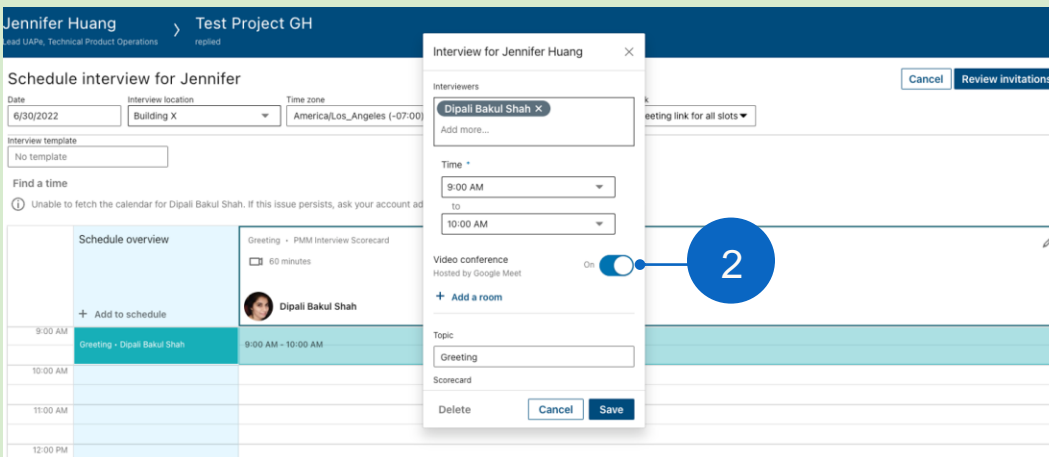
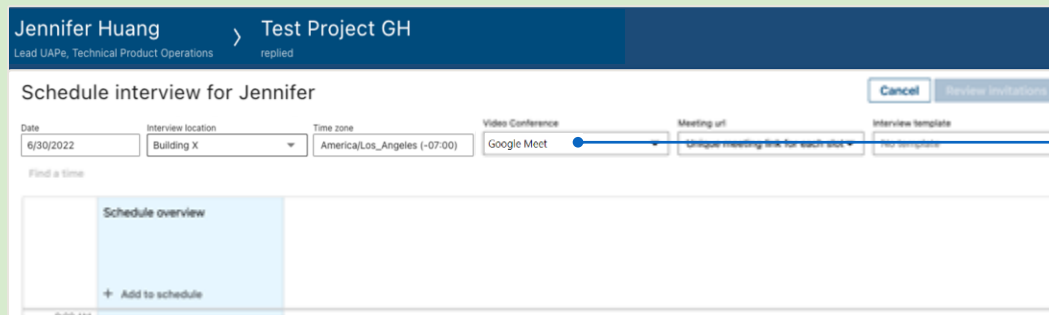
Requestor view

Next, set times for your panelists.

1. In the panel scheduling view, select “Google Meet” 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. Select to have a single or unique meeting link for your interviews. If a single meeting link is selected, each panel interview will have the same meeting link. If a unique meeting link is selected, each panel interview will have their own unique meeting link.
4. Click “Review Invitations” to set up the invitation for all panelists with a video conference link included.



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



Panel scheduling

Locate video interview links

Single meeting URL and
Unique meeting URL

 Requestor view

Review your panel invitations
and add a video conference link.

1. Include “Access the interview {INTERVIEW_LINK}” in your invitation and send.
2. 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.

- On the right, it is denoted whether a single or unique meeting link was created for the panel interviews
- You can replace interviewers as needed.
- Avoid sharing a video conference link with anyone other than its intended panelist.

Review interview panel for Jennifer

[Go back](#) [Send invitation](#)

Thursday, Jun 30, 2022

America/Los_Angeles (-07:00)

9:00 AM - 10:00 AM

Greeting • Dipali Bakul Shah

 Video conference

Search for a template...

To **Dipali Bakul Shah**

Interview scheduled for {CANDIDATE_FULL_NAME} - {TOPIC}

Dear {INTERVIEWER_FIRST_NAME},

Please complete an interview with {CANDIDATE_FIRST_NAME}.

After the interview, fill out this interview evaluation form:

{SCORECARD_LINK}

{INTERVIEW_SUMMARY}

Access the interview: {INTERVIEW_LINK}

[Save template](#) {}

[Profile](#) [Projects \(7\)](#) [Messages \(8\)](#) [Interview & feedback \(18\)](#) [Attachments \(0\)](#) [More](#)


Test Project GH This project

[Upcoming](#)

Interview

Thursday June 30, 2022, 9:00 AM – 11:30 AM • Pacific Daylight Time (-07:00)

There is a video conference for this interview (same meeting link for all slots)

 Powered by Google Meet

[Copy candidate link](#) [Copy interviewer link](#)

① Candidate confirmation has not been sent.

[Send candidate confirmation](#)

9:00 AM – 10:00 AM • Pacific Daylight Time (-07:00)

Greeting • PMM Interview Scorecard

 Video conference



Dipali Bakul Shah Invitation pending

10:30 AM – 11:30 AM • Pacific Daylight Time (-07:00)

Lunch Break

① No scorecard assigned


 Video conference

Panelist confirmation & access


 Requestor/interviewer view

1. 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.

1

Invitation: Interview scheduled for Jennifer Huang – Interview @ Thurs June 30, 2022 9am – 11:30am (PDT) (dipalishah@gmail.com) 

shshen@dupointinterviewpanel.com
to me, venkatraman@threcruiter <



Jul
21
Thu

Interview scheduled for Jennifer Huang

[View on Google Calendar](#)

When: Thurs June 30, 2022 9am – 11:30am (PDT)

Who: venkatraman@threcruiter@hackerrank.com, shshen@dupointinterviewpanel.com*

[More options](#)

Agenda

Thurs June 30, 2022

No earlier events

9am Interview scheduled for Jennifer Huang

No later events

Dear Interviewer,

Please complete an interview with Jennifer Huang.

After the interview, fill out this interview evaluation form:

N/A

INTERVIEW SCHEDULE

June 30, 2022 9:00am – 11:30am (PDT)

TIME	INTERVIEWER	TOPIC	LOCATION
09:00 AM-11:30AM	Dipali Shah, Test Project GH	INTERVIEW	

Access the interview: <https://lnkd.in/gN0ZE5oJ>
(Powered by Google Meet)

When

Thursday, June 30, 2022 9:00am – 11:30am (Pacific Time)

Organizer

shshen@dupointinterviewpanel.com

Guests

Dipalishah@gmail.com

[View all guest info](#)

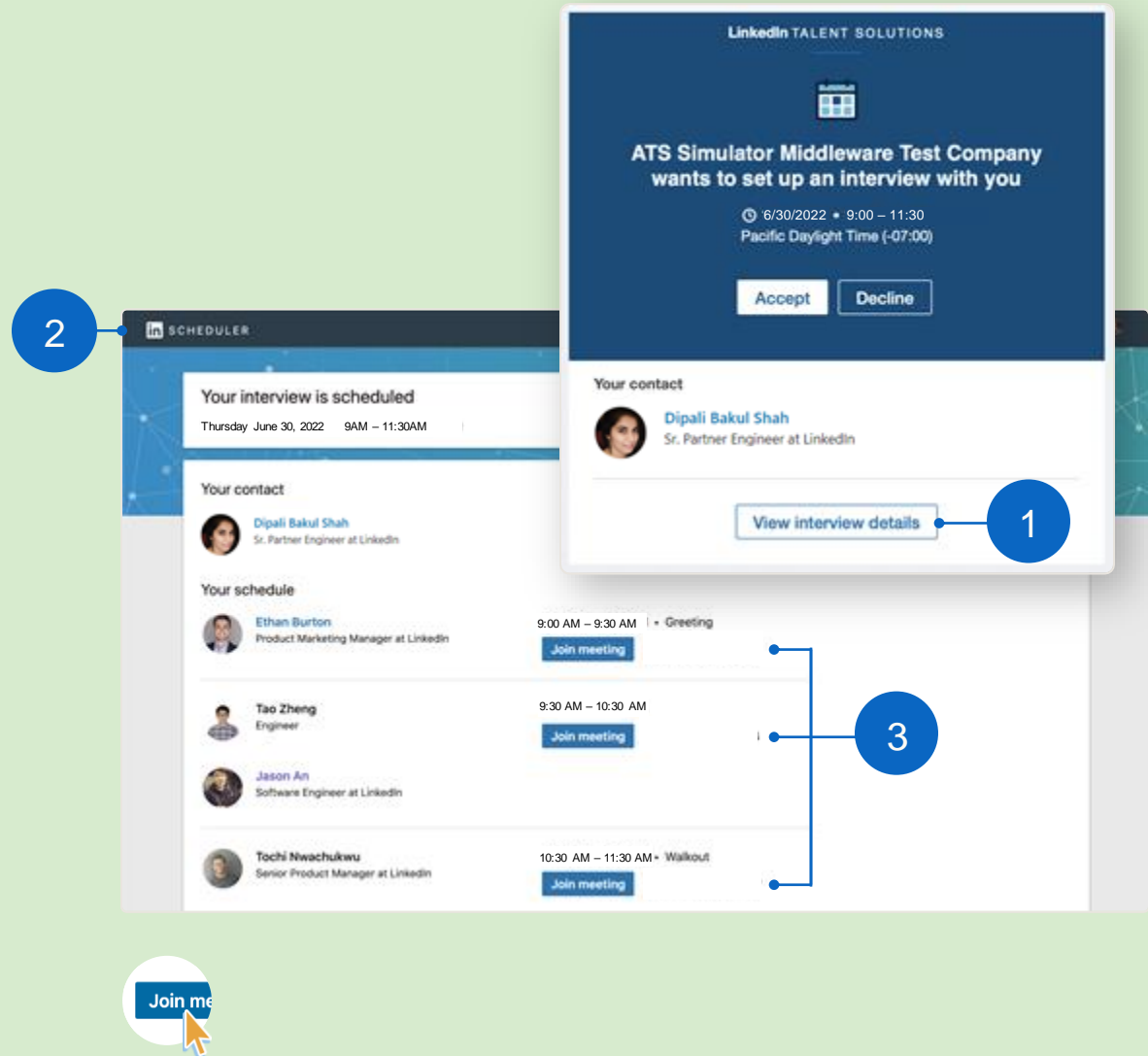
Reply for Dipalishah@gmail.com

[More options](#)

Candidate confirmation & access

 Candidate view

1. 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.
2. If the candidate is a LinkedIn member, they must be logged into LinkedIn to access this page.
3. A candidate will receive a unique or the same video conference links for any interviews that need them.



FAQ



Setup & Enablement

1. Do I need a Google account and/or Google Meet license to enable this integration from Talent Hub?

To use Google Meet, the customer must be using Google Calendar as their choice of integrated calendar. If you haven't already done so, connect to your Google Calendar for "Scheduler authorization" under "My Account Settings" > "Email & calendar", and you are set to use Google Meet for 1:1 interview scheduling.

For panel interviews, please see [here](#) for instructions on how to integrate your G-Suite account under "Company Settings", and note that before authorizing any Google account integrations, your G-Suite admin will need to whitelist the Talent Hub integration as stated in the linked article, with further instructions detailed [here](#).

2. Is there a cost associated with using Google Meet?

Currently, Google does not charge fees for using Google Meet.

3. Are there any fees for enabling the Google Meet integration?

No, there is no fee charged to customers to use the Google Meet integration with Talent Hub.

4. Are there any promotions to enable the Google Meet integration?

No, there are no promotions to enable the integration.

5. Can I enable the Talent Hub integration directly from my Google account?

No, it must be enabled from LinkedIn Talent Hub by enabling Google Calendar from Company Settings (for panel interview functionality) and My Account Settings (for 1-1 screening).

Setup & Enablement

6. If I already have Google Calendar and/or Google Workspace authorized, do I need to do any reauthorization to enable the Google Meet integration?

No, if you have already been integrated with your Google Calendar and/or Google Workspace, you are good to go! Google Meet will automatically show as a video conference option, and there is no additional action or reauthorization needed.

Note that per above, Google Calendar (under “My Account Settings”) is needed for 1:1 interview scheduling, and Google Workspace (under “Company Settings”) is needed for panel interview scheduling.

Usage

7. What is the difference between Panel and 1:1 interviewing?

1:1 Interviewing: When a recruiter reaches out to a candidate via InMail to schedule an individual interview, candidates can view the recruiter's availability to schedule a video interview conducted via Google Meet.

Panel Interviewing: When a recruiter wants to schedule multiple interviews for a candidate within Talent Hub, they can choose for a Google Meet link to be automatically generated for each interview from the Talent Hub scheduling feature.

8. Once I enable the Google Meet integration, can I still toggle between using Google Meet and other video interviewing providers (e.g. MSFT Teams, Zoom)?

Yes. However, once an interview has been scheduled with Google Meet, the interview instance can not be changed to another interviewing provider.

9. Where can I learn about Google Meet specific features or usage limitations?

You can learn more about Google Meet features [here](#) under "No-cost features"

10. How can I control participant access to Google Meet?

Please learn more about Google Meet access settings and functionalities [here](#)

11. Is LinkedIn Video Meetings the same as the Talent Hub integration?

No, they are completely separate. LinkedIn Video Meetings enables any LinkedIn member to create and join a Google Meet meeting directly from a LinkedIn message.

Our integration with Google Meet powers the Panel and 1:1 interviewing use cases (as described above) from within Talent Hub.

Questions?

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

You'll find more answers in the [Help Center](#) — and your LinkedIn Support team is always available for additional support.

Thank you.

