How to Interview Virtually

A Guide for Employers for Virtual Interviews

5 Steps

- Receive Email
- Join Video Chat via Email
- Enter Virtual Interview Room
- Interview Virtually
- Join Next Interview Room
Step 1

Receive Scheduling Email

Your upcoming schedule for:

OCI Day 1

Thank you for your support of our university! Students are looking forward to meeting you.

You may join the meeting by clicking the button below or visiting the link into your browser: https://florecruit.com/video/25db252b52008d

Join Virtual Room

Interview 1

Jack Bingham

3/16/20, 1:00PM - 1:15PM CST

Before the event, the employer contact (the email address used with the school’s career center portal) will receive emails with the interviewers’ schedules from texaslaw@floevents.email. The employer contact will be responsible for forwarding this email to the interviewer so that the interviewer has the information.
Step 2

Join Video Chat via Email

Your upcoming schedule for:

OCI Day 1

Thank you for your support of our university! Students are looking forward to meeting you.

You may join the meeting by clicking the button below or visiting the link into your browser: https://florecr uit.com/video/2582528520084

Join Virtual Room

In the email, you will see one button to join the virtual interview room. The interviewer should click the button, or copy and paste the video chat link into their browser, to see their interview schedule and join their first virtual interview via video chat. You should use the Google Chrome browser for your video chats.
Step 3

Enter Virtual Interview Room

OCI Day 1

Upcoming

TODAY
Jack Bingham
2:00 - 2:30 PM PST
Courtney O’Donnell
2:30 - 3:00 PM PST
Katherine Allen
3:10 - 3:30 PM PST
Pranav Kavikonda
4:00 - 4:15 PM PST

It's time for your interview to begin

Jack Bingham
2:00 - 2:30 PM EST

Join Interview

On the interviewer’s screen, they will see their upcoming virtual interviews on the left. In the middle, they’ll see a button labeled Join Interview. The interviewer should click the button to be connected to their first interviewee.
Step 4

Interview Virtually

After the student has joined the interviewer in the Virtual Interview Room, they interview will begin. If the interviewer’s wi-fi quality is low quality, the interviewer can decrease the quality of their video stream to ensure the audio is still crystal clear by clicking More.
Step 5

Join Next Interview Room

OCI Day 1

CURRENT INTERVIEW
Jack Bingham
2:00 - 2:30 PM EST

Upcoming Past Interviews

TODAY
Courtney O’Donnell
2:30 - 3:00 PM EST
Katherine Allen
3:00 - 3:30 PM EST
Phran Kevorkian
3:30 - 4:00 PM EST

Two minutes before your next interview begins, you’ll see a notification to join your next interview. When you click Join Call, you will leave the current interview and join the next interview. If you click Remind Me, the notification will be snoozed for 1 minute. Continue this process until the end of your interview schedule. After all of the interviews are complete, the interviewer can exit the tab or click Leave to exit.