



INTERVIEW SCHEDULING 2021-2022

Simplify interview scheduling through greater automation!



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FEW organizations currently use interview scheduling software



say they use a **dedicated appointment scheduling software** to track and schedule interviews

In fact, the 2 most used interview scheduling tools are:



70%

Google outlook or calendar



61%

Emails

Many STRUGGLE with the interview scheduling process



HR professionals say scheduling later interviews with hiring managers or multiple interviewers is a **considerable or major challenge**



Nearly one-third say the same about **scheduling screening interviews/first-round interviews**



say the same about **making changes to interview schedules**

When it comes to scheduling interviews, the biggest challenges are:



78%

Interviewer availability



64%

Back and forth emails



50%

Rescheduling

Organizations could overcome these challenges by using more AUTOMATION in the interview scheduling process



Those that use automation software to help schedule candidates say there are clear benefits to automating interview scheduling

75% Improves quality of hire

75% Adds greater efficiency to the process

63% Improves the candidate experience

Even with these benefits, few use automation software for interview scheduling

Only **10%** use automation in the interview scheduling process to a **high degree**

68% use automation software for interview scheduling to a **low degree or not at all**



So WHY aren't more organizations automating interview scheduling?

The top reasons are:



We just haven't gotten around to it yet

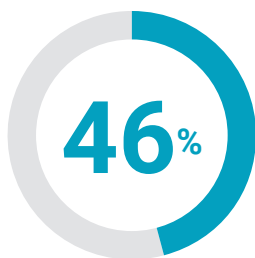


We do not have the budget to spend on adding automation



We lack the expertise to make it work

The FUTURE of interview scheduling may be more automated



say they definitely or maybe will increase interview scheduling automation over the next year



If they had more time available in their workday, HR pros would like to focus their efforts on



engaging in more strategic planning



analyzing more metrics to determine recruiting success

How do highly automated organizations* DIFFER from less automated organizations?

73% vs 53%

MORE likely to use an applicant tracking system to track and schedule interviews

16% vs 7%

TWICE as likely to say scheduling later interviews with hiring managers or multiple interviewers is NOT a challenge at all

15% vs 7%

TWICE as likely to use appointment scheduling software, such as Calendly

57% vs 85%

LESS likely to say interviewer availability is one of the biggest challenges of scheduling candidate interviews

CONSIDER These Strategies

-  **Identify** challenges and bottlenecks in your interview scheduling process
-  **Assess** your organization's current interview scheduling tools
-  **Invest** in an interview scheduling technology that suits your organization's needs
-  **Get** buy-in from the head of HR or CEO
-  **Educate** employees on how to use interview scheduling tools



About the Survey



The "Interview Scheduling" pulse survey ran from October to December 2021. We gathered 104 complete and partial responses from HR professionals in companies with 500 or more employees. Respondents came from virtually every industry vertical. The survey was a collaboration between HR.com's HR Research Institute and Yello, a talent acquisition solution provider.



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• **Highly automated organizations:** Those who answered, "high degree" or "moderate degree" to the question, "To what degree does your organization currently use automation software to help schedule candidate interviews?"

• **Less automated organization:** Those who answered "low degree" or "not at all" to the same question.