



Portfolio Review Guidelines: User Experience Design

Congratulations on your upcoming interview at Audible! We look forward to meeting you and hearing more about your design projects. Your loop will include a portfolio review, an interactive case study exercise and a series of individual interviews.

Portfolio Review

The portfolio review provides the opportunity to showcase your design projects to members of the User Experience (UX) team, as well as to your planned interview panel. Please focus on the narrative behind your design and work style: your measures of success, how you utilize data, and your overall design process.

Some attendees may have seen your online portfolio or the samples you provided during the phone interviews, and others will be seeing your work for the first time.

Agenda

- Set up (15 min before audience arrives)
- Introductions (5 min)
- Portfolio presentation (45–50 min)
- Transition to next interview (5–10 min)

Format

- Plan to present your work for about 45 minutes; your audience will likely ask you 15 minutes' worth of questions during or at the end of your review.
- Remember that you own the review timing; be sure to prioritize the projects most important for the audience to evaluate your design expertise.
- Plan to review 3 projects; include the problem you were trying to solve, your design process, early design iterations and the final implemented design.
- Make sure your work is viewable from a distance, by a group of about 6 people, on a TV screen running at a resolution of 1920x1080 (16:9 aspect ratio). Please avoid assets that are only viewable by one individual at a time. A leave-behind printed portfolio isn't necessary.

What to Present

During the Portfolio Review, the panel will be assessing your UX design skills, your ability to clearly and concisely articulate project goals, and your use of data/testing to validate

your design decisions and project outcomes. Presentations should include 3 projects on which you were a lead or primary designer, and for each project you should include:

- A general project overview in terms of goals, needs and intended outcomes, which should include stated success metrics (e.g. quantified results related to decrease in abandonment, increase in conversion, increase in CSAT, improvements in back-end processing and so on). If the project was to improve, optimize or replace an existing design, it would be good to show us this with call outs as to what you were trying to address.
- Explanation of the steps you, personally, went through to inform your design, such as comparative/competitive research, usability testing, focus groups, data analysis, business and technical investigation, etc. Also, include any project impediments that occurred and how you addressed them.
- Examples of your actual design documents, such as process flows, wireframes, mocks or prototypes, with explanation as to how your design choices addressed the business goals, user needs and any technical, legal, compliance or brand standards restrictions. As you present your artifacts, call out which parts you, specifically, owned. People tend to speak in terms of “we” or “the team” but we want to know exactly what parts you were responsible for. Minimize the number of slides with text on them and instead include as many design assets as possible.
- The final outcome of the project. Did you meet/exceed the goals? How do you know it was successful? What would you have done differently? What did you learn? Use of metrics here is important.
- Important! We don't want you to simply rehash your online portfolio. Rather, this should be a formatted walk-through of case studies that are organized in some kind of presentation software like Keynote, PowerPoint, Prezi, etc.

We wish you the best of luck!