

Dear [Candidate Name],

Congratulations! We are pleased to invite you to the next stage of our selection process: the **Virtual Group Assessment Center** for the [Job Title] position.

This session is designed to observe how you collaborate with others and solve problems in a team environment. You will be joined by other candidates and members of our hiring team.

Event Details:

- **Date:** [Date]
- **Time:** [Start Time] to [End Time] [Time Zone]
- **Platform:** [e.g., Zoom / Microsoft Teams / Google Meet]
- **Meeting Link:** [\[Click Here to Join\]](#)
- **Meeting ID/Passcode:** [Details if applicable]

Agenda:

- Introduction and Company Presentation
- Timed Group Exercise/Case Study
- Q&A Session with the Hiring Managers

Technical Requirements & Preparation:

- Ensure you have a stable internet connection.
- Please keep your camera and microphone on throughout the session.
- Join from a quiet environment using a laptop or desktop computer.
- Please log in 5 minutes early to test your audio and video settings.

Please confirm your attendance by replying to this email or clicking [Link] by [Deadline Date].

We look forward to seeing you online!

Best regards,

[Your Name]

[Your Title]

[Company Name]