



## The WZ Method and Introductory Statement - HR

**Directions:** Construct the listed components of the WZ Method, including your Introductory Statement and rationalizations for your investigation. The outline to your approach should be based on the subject profile and facts of the case. Use the spaces below to record your outline.

<b>Who we are and what we do</b>	<p>As you know, my name is _____ and I work with the _____ department. My job involves a number of different areas which you may be aware of. (Tailor following job description to the type of work you perform.) For example, Human Resource representatives are involved in the hiring of new employees and properly documenting them. I am also involved in handling insurance and other benefits that our employees are entitled to, and in addition, I am also involved in handling disputes between our employees or employees who have violated policies and procedures. The employee is the most important asset that any organization has.</p>
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<b>Types of losses/issues</b>	<p>As I said, employees sometimes take things and there are many ways an employee could take money and merchandise from the company. They could do things like...</p> <p style="text-align: center;">Other Issues</p> <table border="1" style="width: 100%; height: 100px;"> <tr><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td><td>_____</td></tr> </table> <p>Like I said, there are a lot of things an employee could do to take money or merchandise if they really wanted to.</p>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
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<b>How an investigation is conducted</b>	<p>When we have issues, we initiate an investigation. I'm not sure how familiar you are with how investigations are conducted, but some of the things we do are...</p> <p style="text-align: center;">Investigate Techniques</p> <table border="1" style="width: 100%; height: 100px;"> <tr><td>_____</td></tr> <tr><td>_____</td></tr> <tr><td>_____</td></tr> <tr><td>_____</td></tr> <tr><td>_____</td></tr> <tr><td>_____</td></tr> <tr><td>_____</td></tr> </table> <p>The problem with an investigation is, as much as it will tell us what happened, when it happened and who is responsible it never tells us why things happen and that's what's most important.</p>	_____	_____	_____	_____	_____	_____	_____
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<b>Rationaliza- tions options - 1</b>	Based on facts of case: _____
<b>Change Per- spective</b>	_____
<b>Rationaliza- tions options - 2</b>	Bases upon subject background: _____
	_____
	_____

<b>Possible assumptive or enticement questions</b>	Assumptive? _____
	Follow-up Question - _____
	Assumptive? _____
	_____
	Follow-up Question - _____
	Choice Question? _____
	_____
	Enticement? _____
	_____
	Enticement? _____
	_____
	_____

Plan B: _____
_____
_____