VIRTUAL INTERVIEWS

Students will learn:
- How to navigate the different challenges presented with a virtual interview
- Confidently participate in a virtual interview

Individual Activity → Class Discussion - Virtual Interview Tips

Begin a discussion with students regarding their thoughts on the "Do's and Don'ts' for virtual interviews. Review the list below and task students with listing significant factors for each topic.

	Do	*Don't*
Location		
Background		
Distractions		
Lighting		
Voice/Volume		
Internet		
Body Language		
Eye Contact		
Camera		

Group Activity: Research

Preparation for any interview format requires employer research to show interest and connect well with interviewers.
- Allow students to form groups based on career industries such as Healthcare, Financial Services, or Technology.
- As a group, students will create a list of five companies considered leaders in their industry. They will comprise a list of 3-5 questions they would ask if they were granted an interview with those companies.
- Review "Things to Know" tips with students and explain they will use it as a guide to research the companies and create their questions.
- Students will then swap questions with another group and attempt to answer based on the research completed.

Individual → Group Activity - Virtual Interview

If possible, have students pre-record and submit a practice interview session.
- Provide a list of questions. Students should provide no more than a 2-minute response to at least 3 questions.
- Review tips provided and discussed in the previous activity.
- Students will review recorded responses with classmates and provide feedback based on the rubric below.

Criteria			
	Meets Expectations	**Needs Improvement**	**Expectation Not Met**
Interview Environment	The background is clear of clutter and distractions. The subject looks professional and is making eye contact while speaking.	The background has one or more items that are distracting. The student does not always look at the camera when speaking.	The background has several things that are distracting and makes it difficult to focus. The student does not make eye contact with the camera and does not look prepared.
Appearance/Delivery	The student speaks clearly and maintains an appropriate posture.	The student has moments where they are not clear and is not consistently looking at the camera.	It is difficult to understand the student and he/she does not maintain an appropriate posture.
Content	The student provides effective responses.	The student has one or two points not related to the question.	The student does not respond effectively.