

Virtual Interviews

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The Virtual Presentation

- ▶ For the foreseeable future, many job interviews may be online.
- ▶ The **virtual presentation** part is the biggest change and this is new to many job seekers.
- ▶ Details to look out for:
 - ▶ How to position the camera
 - ▶ Camera Angles
 - ▶ Lighting
 - ▶ Background
 - ▶ How to talk to the camera
 - ▶ Making direct eye contact (look directly into the webcam)
 - ▶ Nod and smile when communicating



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Establish A Professional Setting

- ▶ Select a clean, uncluttered background and avoid virtual backgrounds if possible.
- ▶ Choose a location for your interview that is peaceful, quiet and distraction-free.



3

Dressing for the Interview

- ▶ A virtual interview should be approached in the same manner as an in-person interview.
 - ▶ Dress professionally head to toe in case you need to stand up.
 - ▶ Research the company to become familiar with their dress code.
 - ▶ Choose clothes that make you feel comfortable and confident.



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Dressing for the Interview

- ▶ Some examples:
 - ▶ For **casual** workplaces, professional-looking casual job interview attire is appropriate, which could mean:
 - ▶ Dark jeans, a blouse and cardigan, button down shirts, polo
 - ▶ For a **business casual** environment, you'll need to dress up a bit more, which could mean:
 - ▶ Dress pants/skirts, button down shirt, cardigan, jackets, a blazer
 - ▶ **Formal** workplaces, require formal attire, which could mean:
 - ▶ Tailored dress/pant suits with matching jacket, button down shirt and tie.

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Check Your Technology

- ▶ Check your internet connection. Frozen screens and dropped calls are the quickest ways to lose out on an interview opportunity.
- ▶ Plug in your cords
 - ▶ Tip: If you have a virtual interview coming up talk to your circle of support for assistance with creating a plan that works best for you and for the electronic device you will be using.



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Advance Planning

- ▶ Do a trial run a day or two before the interview. Reach out to you friends, family or circle of support.
- ▶ Technology
- ▶ Interview Questions



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During the Video Interview

- ▶ Avoid background noise
- ▶ Make a good impression
- ▶ **Important:** Make eye contact, and remember, that means looking at the camera (and not the picture-in-picture image of yourself).
- ▶ **Tip:** If your internet connection start having a hard time, ask the interviewer if you are able to turn off the camera, this would allow you to be heard more clearly.



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The Video Interview Process

- ▶ There will typically be 10 - 15 questions related to the job the company is hiring for. Do your best to reference the skills you practiced in other places.
- ▶ Be prepared to ask questions, as well.
- ▶ Thank the interviewer for their time and ask for their contact information so that you may send a follow up thank you letter for their time.

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