10 VIRTUAL INTERVIEW TIPS

Achieve Video Interview Success!

1 CHOOSE A PROPER LOCATION.
Pick a room with minimal distractions and no background noise. Make sure you have good lighting with a plain background.

2 TEST YOUR TECHNOLOGIES.
Camera, sound, connection, light, and video program – make sure that everything works. Ask a friend or family member to help you and organize a test interview. Bonus, record this test interview and you'll have a chance to see how you look and sound!

3 DRESS PROFESSIONALLY.
Interviewing from home doesn't mean you should wear your t-shirt and slippers! Style your hair, clean your fingernails, brush your teeth well and remember less is more, when it comes to accessories and jewelry. No gums or candies in the mouth, and choose a suit you would wear for in-person interviews.

4 RESEARCH & PREPARE.
Prepare all possible questions in advance, as well as some notes with points you might want to highlight during the interview.

5 TURN OFF ALL APPLICATIONS AND NOTIFICATIONS.
A few minutes before the interview, turn off (or mute) your cell phone, close any programs (including email) on your computer and bring up the virtual interview software.

It's interview time! You've prepared and dressed for success, here's a few more tips to remember during the interview.

6 SPEAK UP!
Use your normal conversational tone.

7 LOOK INTO THE CAMERA.
Smile and make eye contact!

8 TAKE YOUR TIME TO RESPOND.
Wait for a second before answering the questions, just in case the connection is weak. This will ensure it doesn't look like you are interrupting the interviewer.

You are done! You did great and now here's a few after-the-interview tips.

9 FOLLOW UP.
Be patient, the hiring process usually takes several rounds, but it doesn't mean you can't follow-up and express your interest.

10 SAY THANK YOU.
Write a thank you note to your interviewers. If there were several people who interviewed you, send individual emails or notes to each of them.

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