

# Interview Prep

Interview prep is an important part of the interview process as it allows you to go into an interview ready for whatever may come. There are several steps you can take to make sure you are well prepared for your interview.

## Research

During an interview, questions such as “What do you know about our company?” or “Why are you interested in working for us?” may be asked by the employer. For these reasons, it is important to research the company.

### Ways to research the company:

- Find their company website and locate any mission statements or company goals. Make sure to familiarize yourself with these and any other applicable goals or values of the company.
- Visit hiring websites to view tips from other employees hired by the company. These websites may also list additional information about the company.
- Follow or connect with the company on LinkedIn and other social media platforms if your account is appropriate. This is an effective way to gain an understanding of the company's brand and culture.
- Check news sources for any possible news on the company. This may tell you what they are currently working on or major upcoming projects.

### Additional ways to prepare:

- If you are unsure of the location of your interview travel there the day before your interview to plan an appropriate route.
- Find out how much time you need to prepare and travel so that you can arrive an appropriate amount of time before your interview begins.

## Practice

Practicing for an interview can help you go into the actual interview with more confidence. During interview practice, practice answering common interview questions and prepare questions to ask employers. Sometimes it is hard to come up with an answer on the spot or sometimes you may not know how to word a response. This is why it would be beneficial to practice your answers. Practice wording your questions correctly so that an employer can understand you. When practicing, try video recording yourself to see how you may come across in an interview. Another option is to schedule a mock interview with career services to receive feedback.

# Preparing for a Phone/Zoom Interview

Some companies may choose to interview you over the phone or on a zoom call. In this case, you may need to prepare differently than you would for an in-person interview. Here are some helpful tips for this type of interview:

- Make sure your phone and computer work; check audio and camera for clear audio and picture
- Check your internet connection to prevent network issues interrupting your interview
- Reduce environmental distractions (e.g. pets, kids, distracting lighting, movement in the background, etc.)
- Have your job-related materials in front of you and be prepared to take notes
- Over the phone, it is important to practice matching the interviewers' speaking rate and pitch so that you are not speaking too much or too fast
- Remember not to get flustered by a long pause by the interviewer when on a phone call. They are most likely taking notes before asking their next question
- Like the in-person interview, do the same preparation, research and practice
- Don't forget to pace yourself and don't speak too fast or slow

## Additional Prep Tips

- Prepare your professional dress
- Getting a good nights sleep before will give you positive energy for the interview
- Make sure you have the correct interview time and place
- Arrive 10 to 15 minutes early for the interview (being early is being on time)

