



CAREER CONNECTIONS

TEXAS WOMAN'S UNIVERSITY

Big Interview Instructions – Tips for Making the Most of the Big Interview assignment

To prepare for your mock interview, review two video clips in Big Interview:

- Login to Big Interview and activate your profile:
<https://careerconnections.twu.edu/resources/big-interview/>
- Click on the “Learn” tab
- Select the “Fast Track” option
- On the right side of the screen, scroll down and select “2 – Acing Common Questions”
- **Watch the video clip on “Tell Me About Yourself”** (this will be at the top of the list)
 - This is an important question that is often asked in an interview. Make sure to prepare for this question as it will be in the mock interview.
- **Watch the video clip on “Behavioral Questions”** (scroll down a little to find the link to this clip)
 - Behavioral-based questions comprise 80% of most questions in an interview. Brainstorm for personal examples and memorize the **STAR method** – it is very helpful for framing answers to these types of questions.
- To get even more out of Big Interview, especially to prepare for this mock interview assignment, you can complete all or as much of the Fast Track as you would like in order to gain more knowledge and practice in developing strong interviewing skills.
- Read the additional tips below – you will be reviewed on various criteria. Prepare your answers so that your responses have depth and positive interaction with the camera/reviewer.

Additional tips for preparing for your mock interview:

- When responding to the questions, make sure to speak in a clear voice.
- **Avoid reading your answer from your notes.** You can use your notes as a reference (please review the video clips in Big Interview for guidance), but do not read your notes directly. You want to engage with the camera and be conversational so that you do not appear to be reading your notes.
- Speak at an even pace – do not talk too fast or rush your answers. Speak loud enough so that you can be heard by the reviewer.
- Think about your answer and provide specific examples to support your main points. Do not be generic or vague.
- Be aware of fully answering the question, but do so in a concise manner. Most interview questions can be answered in about 2-3 minutes, though some might need to be longer depending on the question and if more time is needed to fully respond to all of the elements within the question. If that is the case for some of these questions, then take the time needed to respond - just make sure that your answer is focused. Avoid being too brief. If your answer is only 20 seconds long, for instance, it is way too brief.



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- Be aware of your body positioning and body language. Try to avoid large hand movements and over-exaggeration of movement. Some movement is fine (being nervous is normal) and will look and appear natural and engaging.
- Make sure to smile and show interest and enthusiasm in answering the questions.
- Maintain good eye contact and dress as if you were going to an in-person interview. Make sure you are groomed and have a neat, professional appearance (make-up is not required). Avoid casual (t-shirts, work-out gear, sleep-wear, lounge-wear) attire.
- When closing out the interview (when you ask questions), thank the interviewer for their time and let them know you are interested in the position.
- Preparation is important, so prep before answering your questions. Take some time to think about your strengths, weaknesses, and examples of your experiences and the work that you have been doing through school, jobs, volunteer, internships, projects, student organizations, and other. Let the interviewer get a chance to know you. Enjoy talking about yourself, your accomplishments, and your goals/ideas for the future. This interview is about YOU – enjoy talking about your strengths and career goals & passions. You can do this!

Criteria/Rating in Big Interview:

Each area is given a rating of 1-5, with five being the highest/best score.

- Speaks clearly.
- Answers the question well.
- Communicates enthusiasm.
- Conveys relevant qualifications.
- Does not use fillers (no Ums/Uh).
- Keeps answer concise.
- Appropriate body language.
- No nervous gestures.
- Steady eye contact.
- Appropriate attire.