

## **Career Services and Cooperative Education Programming Menu**

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### **Topic: Successful Interviewing / Mock Interviews**

#### **Objective:**

**This program is intended to provide you with information about the overall interview process and what employers are often looking for. It is also intended to give you practice in putting your skills and characteristics into formal interview speech.**

#### **Description:**

**This program is often started with a quiz to gauge where the audience is in terms of their interviewing knowledge. After a brief discussion of the answers to the quiz, the audience will be gathered into smaller groups of 3-5 people (depending on the size of the whole group). These smaller groups will engage in actual mock interviews where one person will be asked questions by the other 2-4 people in the group. The observers will then evaluate the interviewee using set criteria established ahead of time. The questions asked will range from the simple “Tell me about yourself” types of questions to the more difficult “Tell me about a time when you failed” types of questions. Doing this exercise in small groups allows for a much more comfortable and less stressful setting. The program will end with a discussion of possible questions that the candidate will want to ask the employer at the conclusion of an interview along with some general tips for the overall interviewing process.**