

Virtual Career Fair

Interview Preparation

*How to Succeed in a Virtual Interview**

- 1. Test your technology beforehand** – A virtual interview requires tools like a camera and microphone on your computer, a software program and a reliable internet connection.
- 2. Wear professional attire** – In a virtual interview, you should dress the same as you would in a face-to-face interview.
- 3. Prepare in advance** – As with any interview, you'll get the best results if you take the time to prepare in advance.
- 4. Limit distractions** – The best place to take an interview in your home is a quiet location with few distractions.
- 5. Use professional body language** – Because interviewing via video or phone limits the ability to communicate with body language, it is important to utilize body language in a clear, professional way.
- 6. Build rapport** – Establishing rapport is important in any business relationship because it allows you to separate yourself from other candidates by building a personal connection with the interviewer.
- 7. Be authentic** – When interviewing virtually, you have the rare opportunity to speak in a relaxing, familiar environment and show the interviewer who you are and why you're the best person for the job.
- 8. Follow up** – After your interview, plan to send a well-timed follow-up.

Want to learn more? Read the full article [here](#).