

## Remote interview tips

- Practise, practise, practise!
- Refresh on all your preparation as normal including research, application form, Job description etc;
- Remind yourself of all the normal interview etiquette including smiling and looking at the camera to get eye contact;
- If you use notes – be careful not to overdo it, and resist the temptation to always be reading them and not looking at the panel;
- Tidy the room you will be using!
- Try out where to position your camera, lighting and what view the panel will see;
- If you share your space make sure you notify others so you aren't interrupted;
- Dress for the occasion – and resist the temptation to dress half professionally/half in PJs as you don't know if you need to get up part way through!
- Test all the IT and equipment;
- Make sure your devices are fully charged!
- Have back-up contact details in case something fails;
- Try any new software/systems in advance;
- Prepare with a supply of water, tissues etc in case of dry mouth/hayfever or other issues;

**Enjoy the extra comfort of being in your own, familiar surrounding – but don't forget this is still a formal interview process!**

## Other resources

### LinkedIn Learning:

- [Finding a remote job \(3m\)](#) – From the course phone and video based remote job interviews
- [The Art of Video Interviews \(3h\)](#)
- [Video Interview Tips \(24m\)](#)
- [Phone and video interview skills \(3m\)](#) – From the course: Finding a Job.
- [Phone and video based remote job interviews \(3m\)](#) – From the course: Finding a Remote Job.
- [How to nail a Phone or Video Interview \(3m\)](#) – From the course: Recovering from a Layoff.
- [How to Succeed in an Internal Job Interview \(24m\)](#)

### **Articles/Blogs:**

- [9 Tips for Mastering Your Next Virtual Interview](#) by Harvard Business School
- [Video Interview Tips](#) by Reed.co.uk
- [Top 10 Remote Online Interview Tips During Lockdown](#) by Forbes
- [A Beginner's Guide to Acing a Video Interview](#) by Ascend Harvard Business Review
- [6 Interview Skills that Will Get You Hired](#) by The Learning Blog (LinkedIn)
- [To Ace Your Job Interview, Get into Character and Rehearse](#) by Harvard Business Review

### **Resources for 'Virtual Interviewers':**

- [Effective virtual interviews: An interviewer's guide \(PDF\)](#) by Odgers Berndtson