INTERVIEWING 101: PUTTING YOUR BEST FOOT FORWARD

Perfecting the art of presenting yourself, speaking what you know and making a case for securing an admission offer.
Transitioning from paper to person

- **Attire** - Dress for the position you want not the one you currently have.

- **Address** - Put a handle on it (as grandma would say); lose the familiarity and adopt formality when addressing your interviewer.

- **Attributes** – Describe yourself in three words; how are those descriptors manifested in your life

- **Attention** – Be attentive during the interchange; turn off the phone; maintain good eye contact but not a fixed stare.
Speak What You Know

- You’re giving expert testimony
  - Truth in advertising – think about what you’ve done and what you learned from it; even if you’ve learned something negative, you’ve gained perspective. Speak about who you are, not who you think an admissions interviewer wants you to be.
  - Pause to consider your thoughts – answer the question you’re being asked
  - There are no Yes or No answers to questions – Be ready to expound upon your achievements, experiences and trials, etc.
  - Know when to stop – when does expounding become unintelligible chatter
Making Your Case

- Why should you be the chosen one?
  - **Convey your vision** – Where do you want to go; how will what you’ve already done help take you there
  - **Don’t make excuses** - Show your perseverance; drive, motivation and *substantive exposure*
  - **Do your homework** – What do you like about each program & how can you contribute/achieve your goals
The process isn’t “cookie cutter”
- Be prepared for different interview formats
  - MMI, Skype, Phone, traditional
- Own up to your mistakes – take responsibility and focus on the resolution.
- Gaps & other thing we wonder about - be prepared to explain gaps, mass withdrawals, breaks, etc.
- How to make comparisons
- Time management, leadership, humanity
- Practiced vs. canned – be yourself; converse confidently
- Make anxiety work for you