

Talking Shop 101:

4 Simple Rules for a Successful Video Interview

Email Documents Ahead

A resume, portfolio or any other document you want to share with your interviewers to reference in the interview will need to be emailed beforehand.



Test and Ensure Wi-Fi Connection

Make sure the video conferencing format you'll be interviewing in works on your device—and, more importantly, that you know how to use it correctly. Be sure the video quality is smooth enough for you to hold a conversation without technical interruptions.



Choose a Quiet, Well-Lit Space

Make sure the lighting and atmosphere are appropriate. The less shadows and excess noise, the better. You want a space that inspires good feelings, as well as visual and audio clarity. Be sure to remove anything that may be unprofessional or inappropriate from behind you too.



Dress Appropriately

No pajamas. But then again, a suit may be too much. Every job is different, but business casual is a good starting point.



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