

Introduction

This activity is an opportunity for you to develop your interview technique by practicing answering questions in a simulated interview.

The **'Virtual interview practice'** interactive tool features five videos of different interview scenarios and includes model answers to help inspire your own responses.

As the world of work changes, video or telephone interviews may become more common, so it is important to know how to prepare for and approach different types of interview. You can type into the boxes below.

Worksheet one: Preparing your answers

Load the [Virtual Interview Practice tool](#) and choose an interview to try. You can pick the one that matches where you are at right now or what your next step might be.



Watch the clip of the interviewer asking the first question. Pause the tool and plan an answer in the box below. Remember to use the STAR model (situation, task, actions, result) to structure your answer, and include your own skills and experiences, including new ones you may have developed such as digital, remote-learning and communication. If you haven't already practiced formulating answers using the STAR model, try the ['Adapting to different types of interview'](#) activity.

Question 1: Answer

Situation

Task

Actions

Results

Worksheet one cont.

Next, play the model answer. Look back at your answer and add details or make changes to improve your response based on the model answer.

Work through the rest of the interview questions, pausing after each question to prepare your response before watching the model answer.

Don't forget to include specific examples of your experiences and highlight core transferable skills that employers are looking for, such as problem solving, creativity, teamwork and adaptability.

Question 2: Answer

Question 3: Answer

Question 4: Answer

Question 5: Answer

Question 6: Answer

Worksheet two: Delivering your interview answers

If you have access to a webcam, you can record your responses to each of the questions and play them back. If not, you can practise delivering the answers you have prepared with a family member or with a friend online and record yourselves acting out the interview so you can play it back.

If you are able to record yourself, watch back through your responses. What do you think you could do to improve your delivery? Think about:

- Your body language and non-verbal cues: e.g. Did you maintain eye contact? Did you nod or smile at the appropriate points?
- Your clarity: e.g. Did you speak loudly and clearly? Did you seem confident? Were your answers too long or too short?
- Pace: e.g. Were your answers too slow or too fast?



You could ask a family member to share their experience of being in an interview, either as the candidate or the interviewer, and ask them to suggest how you could improve your responses and your delivery.

However well prepared your answers are, your body language will also be telling people who you are. Check out Samuel's tips on confident body language ([barclayslifeskills.com/bodylanguage](https://www.barclayslifeskills.com/bodylanguage)) to find out more.