

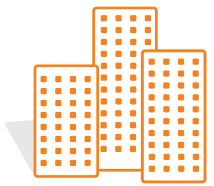
# Video Interviewing

## Presentation and Preparation



### What is Video Interviewing?

- > Video interviewing is a screening stage in the recruitment process. It is popular with organisations that receive a high volume of applications.
- > Applicants are asked to record responses to pre-determined questions within time restraints.
- > Video interviewing is not a 'live' interview, but still requires professional presentation and thorough preparation.



### Who uses Video Interviewing?

Video interviews are widely used by large organisations, including government departments, and the banking and finance industry. Video interviews are rapidly growing in popularity with a wide range of recruiters starting to make use of the available technology.



### Why do Recruiters use Video Interviewing?

- > Recruiters can screen a larger, more diverse, pool of applicants in less time.
- > Video interviews are seen as an efficient process and more convenient for both applicants and recruiters.
- > Organisations have found candidates are more relaxed and better able to project their true personality and communication skills.

## Technology



### AUDIO

Check the quality of your recording and playback to ensure appropriate volume and clarity. If using earphones ensure they do not obscure your face.



### VIDEO

Position the webcam at eye level, ensure it doesn't move, and make sure you clean the lens.



### SET UP

Ensure your device can run the platform, and you are familiar with the interface and requirements (ie. complete the practise interviews).

## Location



### BACKGROUND

Ensure background is free of clutter and contains nothing that an employer wouldn't want to see (e.g. posters or mess).



### LIGHTING

Check the lighting does not cast a shadow or flood your face, we want you to look your best.



### NOISE

No distracting noises such as phones, TV, or pets. Don't forget to put your phone on silent!



### INTERRUPTIONS

Ensure you are not interrupted. If necessary put a 'Do Not Disturb' sign on the door.

## Presentation



### DRESS

Wear professional (ironed) attire and be well groomed. If in doubt research what people in your preferred industry might wear.



### SPEAK

Speak slowly and clearly with enthusiasm. Use professional language (so drop the 'yeahs'). Avoid reading from a script as it is likely to come across as unnatural.



### BODY LANGUAGE

Look at the camera and make eye contact with the recruiter (through the webcam). Smile and limit excessive gestures. Remember, small distractions are very noticeable.

## Practise



### 30 SECOND ELEVATOR PITCH

Showcase your capabilities, achievements and experiences with a 30 second pitch. You will not be prompted for more details, so think about your strengths that relates to the role, and why you are the best candidate.



### PRACTISE & REVIEW

Complete practise videos and review your recordings. The more practise interviews completed, the more confident and natural you will become.

More information and resources at [deakintalent.deakin.edu.au/interview-resources](https://deakintalent.deakin.edu.au/interview-resources)