Video Interview Guide

Video interviewing is increasingly being used by employers as a stage in the recruitment process, and we use the same technology to facilitate our video interviews.

The questions you will be asked during this process are what you would expect to come across in a face-to-face or telephone interview, so this is a great opportunity for you to work on your interview skills online in your own time and space, whilst getting some great feedback from our careers experts!

How Does it Work?

When you contact us to let us know you’d like to complete the video interview for Stage 4 of the award process, you will be sent a link to the software where you will register to begin the process.

You will get the chance to try a practice question, which you can play back and try again. Use this opportunity to check camera position, lighting etc.

For each question you are given an allotted time to read the question and compose your answer. You will not have time to write extensive notes but you could put key words on a piece of paper.

You don’t have to use up all the time allotted for the question, when you are finished you can click to move on to the next question.

You will be asked 5 questions during the process. At the end of the video interview the recording will automatically be sent to a member of staff for assessment. You will receive an outcome and feedback within 4 weeks of the submission.

The video will also be available for you to view back yourself. If you would like to self-assess your video interview you will find information on how to do this in our self-assessment video interview guide.

The questions you will be asked will be generic questions you are likely to be asked in any interview situation.

You have a maximum of 2 minutes to answer each question, so the interview questions themselves are only likely to last between 5-10 minutes.

Some Top Tips:

- Make sure you are in a quiet room, free from disturbance for the duration of the interview.
- Dress the part! This is an interview so dress appropriately.
- Make sure your laptop/PC/phone is fully charged and compatible with the software being used.
• One fundamental difference with video interviews is that there is no-one nodding or smiling back at you. There is no non-verbal communication for you to pick up on, so ensure that you talk in a positive, enthusiastic way maintaining eye contact with the camera as if you were speaking to a real person.

• Ensure you give as full answers as possible. In a traditional interview, the interviewer will be prompting you to help develop your answers. In the video interview, there is nobody to help you with this so make sure you give full answers.

• Speak clearly, speak confidently, speak with enthusiasm and speak with a smile on your face! Be positive!

• Remember, once you are in the interview, you can’t go back to retry questions so try your best!

If you would like to undertake the video interview for Stage 4 of the award, simply email us on videointerviews@mmu.ac.uk stating that you are undertaking the interview for the Futures Skills Award, and provide the following information:

- Name
- Student ID