

Preparing for Interviews

This lesson is designed to help students learn about interviews and how to prepare for them.

OBJECTIVES

Students will...

1. Learn about different types of interviews
2. Explore ways to prepare for an interview
3. Practice answering common interview questions

ACTIVITIES

PART 1

Content Knowledge

Start class by having students read MEFA's webpage, [College Interview Tips](#) to learn about the different types of interviews and the process, and to view sample questions.

Follow this by a class discussion asking these questions:

- Why is being prepared for an interview important?
- What are some things that can be done to prepare for an interview?
- What's the difference between a job interview and college interview?
- Are there different types of interviews? Why is it important to know the difference?
- Why is it important to make a good first impression?
- How can I stand out?

Following the discussion, have students log in to MEFA Pathway and create an entry in their *My Journal* under the *Create Profile* tab answering the questions.

PART 2

Applying Information

Being prepared for an interview is important. One of the best ways to be prepared is to practice answering interview questions.

Students should review the attached *Sample Interview Questions* handout and select whether they want to practice questions for college or for a job. Students should choose two questions they would like to practice and take 15 minutes to prepare talking points for each question. Students should then log in to MEFA Pathway and create an entry in their *My Journal* under the *Create Profile* tab with the questions and talking points.

Grade Level: 12

MEFA PATHWAY SECTIONS WITHIN THIS LESSON:

- My Journal

DOMAIN:

- College & Career Exploration

TIME:

- 90 Minutes

MATERIALS NEEDED:

- Internet connection to work with the MEFA Pathway website
- [College Interview Tips](#) webpage

VOCAB:

- Informative interview
- Evaluative interview
- First impression

FUTURE READY SKILLS:

- Communication
- Self-management
- Evaluating



LESSON PLAN

PART 3

Evaluating Information

Divide students into small groups. Have students practice answering the questions they selected. Have other students pay close attention to body language and provide feedback based on the attached *Feedback Checklist*. Have students record their interviews so they can review them and improve based on feedback.

PART 4

Evaluating Information

Have students listen to their recorded interviews and review feedback received from the group. Students should then create an entry in their *My Journal* under the *Create Profile* tab with what they would improve upon next time. Encourage students to continue to practice interview questions outside of the classroom with a different audience, such as a family member.

Email any questions to:
info@mefapathway.org

Sample Interview Questions

For College	For Job
What are programs that you like?	What are your interests outside of work?
What are some things about you that were not part of your college application?	How did you hear about this position?
What do you plan to contribute to this college?	What do you know about this company?
What makes you different from other students?	What kind of working environment do you work best in?
What is a mistake you've made and how did you learn from it?	Where do you see yourself in 5 years?
What are you hoping to learn in life?	Give an example of how you handled a challenge in the workplace before
What person has made the most impact on your life?	Give an example of when you performed well under pressure
What is the accomplishment you are most proud of?	What are your biggest strengths?
What are three things you are hoping to do in college?	What are your biggest weaknesses?

Feedback Checklist

- Confident
- Made a clear point
- Focused on positive rather than negative
- Used examples
- Made eye contact
- Showed enthusiasm
- Was engaging