



## VIRTUAL INTERVIEWS: TIPS FOR RESIDENCY APPLICANTS

# INTERVIEWING WITH MOUNT CARMEL

### Preparing for a Virtual Interview:

#### ► Gather Information About the Interview

- Video interview platform: Thalamus
- Number of interviewers: Up to 4
- Interview length: Individual interview – up to 30 minutes, Interview day – Up to half a day.

#### ► Identify a Suitable Environment and Technology

- A stable internet connection
- A computer with a good webcam and microphone. Avoid using a mobile phone.
- A private, quiet, and well-lit space that is free of distractions where you can be alone

#### ► Practice with Technology

- Practice with others using the computer and interviewing platform
- Check your microphone and camera to make sure they're working well, and the picture and sound are good quality.
- Make a note of how the camera and microphone are positioned so you can recreate a setup that works when you log in to the system to complete your actual interview.
- Look at the device's camera, not at the screen, and keep your head and shoulders centered in the camera's view.
- If possible, record yourself so you can get a sense of your eye contact, sound quality, and whether you're fidgeting, swiveling in your chair, or making distracting gestures, such as covering parts of your face. Try to present a calm, engaged demeanor during the interview.

## Setting Up:

### ► Technology

- Allow time before the interview starts to conduct a technology check:
  - Double-check your microphone and camera to make sure they're working well.
  - Position your camera and microphone as you did when you practiced.
  - Shut down all programs on your device so that no alerts, notifications, or other electronic interruptions distract you.
  - Make sure your device is fully charged. Carry a charger with you and make sure you can plug into an outlet in case there is a problem with your battery.
- Have a backup plan in case the technology fails.
  - Using another device
  - Device support
  - Phone number of the interviewer

### ► Environment

- Identify a private, quiet, well-lit space where you can complete the interview by yourself, free of potential distractions, and where you can speak freely.
- Avoid having sources of bright light such as sunlight and lamps directly behind you because they will cast a shadow on you. Instead, make sure a light source is in front of you so the interviewer can see you clearly
- Consider the background you will use during your interview and try to keep it clean and neat and free of distractions

### ► Presentation

- Dress professionally, as you would for an in-person interview.
- Position the camera at eye level so it looks like you are looking directly at the interviewer.

## Quick Tips:

- Test your technology.
- Minimize distractions.
- Practice, don't memorize.
- Monitor your body language.
- Look at the video camera, not the screen.
- Dress professionally.
- Make sure to have good lighting.



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