

Mock Interview

Standard:

Students will conduct the appropriate skills needed in employment preparation activities.

Students will use appropriate body language while conducting interview.

Task:

Apply all of the knowledge and skills you have learned by participating in a mock interview. After the interview, you will fill out a self-assessment form identifying 1 strength and 1 area to improve on.

Rubric:

Criteria	Excellent- 2	Satisfactory-1	Unsatisfactory-0
Responses/ Answers x2	Responses were well thought out, interesting, and showed preparedness to interview	Responses were somewhat well thought out, interesting, or showed preparedness	Responses were not well thought out, interesting, or showed preparedness
Proper interview etiquette used (greeting, handshake, and closure) x1	Proper interview etiquette used during all times	Proper interview etiquette used some of the time	Proper interview etiquette used nearly none of the time
Volume and clarity x1	Appropriate volume and clarity used during entire interview.	Appropriate volume and clarity used sporadically during interview.	Appropriate volume and clarity rarely used during interview.
Professional dress	Professional		Unprofessional attire

x1	attire (ex. Dress pants, dress shirt, dress shoes, etc.)		(ex. Jeans, t-shirt, gym shoes, etc.)
Self-assessment reflection x2	1 strength and 1 area of improvement from interview identified and explained thoughtfully	1 strength and 1 area of improvement from interview identified but not explained thoughtfully. OR either 1 strength or 1 area of improvement missing but explained thoughtfully.	Neither strength or area of improvement identified or explained thoughtfully.
Friendliness assessed and 1-2 pieces of evidence accurately used to support your answer x1	Friendliness assessed on a 0-2 scale and 1-2 pieces of accurate evidence present supporting answer	Friendliness assessed on a 0-2 scale but no pieces of accurate evidence present OR no assessment of friendliness present but 1-2 pieces of accurate evidence present	Friendliness not assessed on scale and no accurate evidence present
Posture assessed and 1-2 pieces of evidence accurately used to	Posture assessed on a 0-2 scale and 1-2 pieces of	Posture assessed on a 0-2 scale but no pieces of	Posture not assessed on scale and no accurate evidence present

support your answer x1	accurate evidence present supporting answer	evidence present OR no assessment of posture present but 1-2 pieces of accurate evidence present	
Eye contact assessed and 1-2 pieces of evidence accurately used to support your answer x1	Eye contact assessed on a 0-2 scale and 1-2 pieces of accurate evidence present supporting answer	Eye contact assessed on a 0-2 scale but no pieces of evidence present OR no assessment of eye contact present but 1-2 pieces of accurate evidence present	Eye contact not assessed on scale and no accurate evidence present