WHAT ARE RECORDED VIDEO INTERVIEWS?
As technology improves, many organizations are using recorded video interview software to conduct the first round of interviews for full-time jobs and internships. This allows organizations to interview students and expand their pool of candidates.

WHAT TO EXPECT
Unlike a video call when you speak directly with interviewers, in recorded interviews you will receive prompts with questions and your answers will be recorded for employers to view at a later time. Once selected as a candidate, you will receive a link from the employer inviting you to the interview. Depending on the employer, the actual interview may consist of a few core questions with several additional questions tailored to the role. You will typically have 30 seconds to prepare after seeing the question, and three attempts to answer each interview question. Employer timeframes to complete the video interview vary.

Steps for a Successful Video Interview

PREPARING FOR THE INTERVIEW

- **Review these resources:** You can find helpful tips and videos on our website (https://careerservices.princeton.edu/videointerviews) to help you get ready quickly.
- **Go over the invitation and instructions:** Be sure you’re familiar with the instructions provided by the employer including the time, date and how to log in to the video interview.
- **Know your camera setup.** A laptop camera will likely be most convenient to use for your video interview, though there may be an smartphone or tablet app available.
- **Maximize your internet connection.** Use a hardwired connection whenever possible. Close down all programs besides your browser and any other tabs or windows besides what you need to complete the video interview, and log in early to check your internet connection.
- **Select a distraction-free environment.** Record the interview in a room by yourself and silence your phone to avoid interruptions such as phone calls, text messages or other online conversations.
- **Be aware of your lighting, positioning, and background.** Check what’s behind you to ensure that it’s clean and uncluttered. Ideally, place a light in front of you and avoid sources of bright light directly behind you, since this makes it difficult to see your face.
- **Dress professionally.** Dress as you would if you were meeting for a traditional face-to-face interview.

DURING THE INTERVIEW

- **Look at the camera.** Prop up your computer so that the camera is at eye level and look at the camera when possible instead of the screen in order to give the appearance of making eye-contact.
- **Don’t use earbuds.** Appear on camera as you would in a live interview.
- **Don’t panic if you lose the connection.** Close and reopen your web browser, access your invitation and then relaunch your interview. You will be returned to your last unanswered question.
- **Don’t let the one-sided interview throw you off.** As you record answers to interview questions, it may seem strange talking to yourself. Imagine you’re in the room with people and focus your attention on engaging with them.
- **Practice!** Practicing will help you plan succinct, focused answers and effectively share your strengths and experience.
- **Need some assistance?** Come see us. If you still have questions or concerns about the video interview process, consider making an appointment with an adviser at Career Services.