

Your quick guide to:

Video interviewing

Video interviews are becoming increasingly common, with employers trying to find newer, quicker and simpler ways of assessing candidates. This guide looks at the key preparatory steps you need to take before a video job interview.

Be clear about the technology

If you're doing the interview at home, practice using the video function if you haven't before. Test the sound level on your laptop's microphone and see how much it picks up; for example, cars outside or shuffling in your seat.

And if you're doing the interview at a company's office, don't be afraid to ask for assistance.

Dress for an interview

It can be tempting to dress more casually for a video interview, but you should avoid this. In every sense, try to treat this like a normal interview.

Dressed smartly, you'll look professional. But more importantly, you'll feel more confident, and present yourself in the best possible light.

Keep the background simple

When setting up your position, think about what the camera will pick up other than you.

Are there paintings or posters in the background? DVDs and books? A cluttered table?

Find a spot that's completely free of distraction.

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Think about your body language

We often behave differently when the record button is pressed, but your aim should be to behave as naturally as you would in a normal interview.

- Position your video/laptop so that your head is positioned in the middle of the screen. Being too far above or below the lens can look strange
- Don't fidget or shuffle in your chair
- Occasionally avert your gaze – staring incessantly can become intense
- Look at the centre of the lens, not around it
- Have a practice run to pick up on anything you do physically that you might not have realised

Don't script every word

The best tip of all for video interviewing is simply to think of it as a normal, face-to-face interview.

If you're at home, it can be tempting to plan all of your responses in detail, perhaps even with notes out of view of the lens. But you must avoid this.

The interviewer wants to see your personality, how you think and how you react to challenges. They already know your experience from your CV.

Over-scripted answers are difficult to camouflage, and can prevent you from showing off your charm and charisma. You can make mistakes, but give yourself the chance to be spontaneous.

We have a lot of experience in preparing candidates for video interviews, so [get in touch if you'd like to learn more.](#)

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