

FSU Career Center Mock Interview Program Overview

The Mock Interview Program is proud to celebrate its 10th year! The program began providing students the opportunity to improve their interview skills in the Spring of 2002 by conducting one-on-one mock interviews that were recorded with a hand-held tape recorder. Approximately 91 mock interviews were conducted during the first semester of the program. Fast-forward ten years and the mock interview program is stronger than ever! Since 2002, approximately 3,018 mock interviews have been conducted and more than 100 mock interview mentors have been trained to date. One-on-one, panel, telephone, and Skype mock interviews are offered to allow students the opportunity to enhance their interview skills in the area of their choice.

Mock interview mentors will interview, provide feedback, and assist the students in improving their interview skills. Additionally, students have the opportunity to mock interview with an employer during Professional Development Week. Mock interviews are recorded by camera, so each student can review a copy of their interview at a later time. The mock interview program coordinator recruits and trains anywhere from 10-12 MIMs who conduct mock interviews in the *fall* and *spring* semesters for 8 consecutive weeks. Typically, we *offer* up to 300 mock interviews per semester and *conduct* approximately 200.

We currently do not offer mock interviews during the summer, however, Career Advisors are trained in the basics of interviewing and most of the Career Advisors are also MIMs! Each MIM is responsible for conducting four mock interviews per week- given all of their mock interview times are signed-up for by students. At the beginning of each semester, the program coordinator collects each MIM's class and work schedule to develop the mock interview schedule (see Figure 1). Once the schedule is created the program coordinator develops the mock interview "positions" in Nace Link for students to begin signing up.

Figure 1: Sample Mock Interview Program Weekly Schedule

Time	Monday		Tuesday		Wednesday		Thursday		Friday	
	Room 3	Room 4	Room 3	Room 4	Room 3	Room 4	Room 3	Room 4	Room 3	Room 4
9:00	Amanda		Haley (phone)	Tiffany Donna	Leigh			Haley Donna		
9:30							Tiffany			
10:00	Amanda									Tiffany Shawn
10:30										
11:00			Amanda				Amanda			Shawn Leigh
11:30	Tiffany								Haley (Skype)	
12:00		Deanna (phone)								
12:30			Leigh							Erin
1:00							Leigh			
1:30	Kiaira		Kimora					Haley Kimora		
2:00						Kiaira (phone)				
2:30		Haley Kiaira					Erin	Shawn Deanna		
3:00	Ellie		Chioma (phone)		Kiaira Chioma					Deanna (Skype)
3:30		Haley (phone)				Ellie	Shawn			
4:00	Ellie		Chioma		Chioma				Erin	
4:30						Ellie (phone)				
5:00							Erin			
5:30	Kimora				Kimora					

The Mock Interview Program employs a great deal of technology to accommodate the various types of mock interviews offered. One-on-one and panel mock interviews are scheduled into the Snapstream Enterprise system to record the actual mock interview session. This allows the MIM the opportunity to review the mock interview before providing feedback, and the chance to burn a DVD for the student. The phone mock interviews are recorded using Voice Path and the Sony Sound Forge System. The files can be saved as a .wav which can later be recorded to an audio CD at the student's request.

The introduction of the Skype mock interview required additional technology such as Pamela for Skype. The program also had to ensure laptops with web cameras were available for both the MIM and the student. The program coordinator created a generic MIM and student Skype account along with instructions for the student to log-on once they arrive to the Career Center. At this time, students are required to physically come to the Career Center to participate in the Skype mock interview.

The FSU Mock Interview Program has strived to provide interviewing services aligned with the employer interview trends. We have many additional resources which were impossible to cover in one session! If your Career Center is interested in learning more about the logistics and behind the scenes programming involved in establishing and maintaining a mock interview program, please contact me at (850) 644-9776 or visit www.career.fsu.edu/techcenter where this presentation will be posted.

Helpful Technology Links:

- Snapstream: <http://www.snapstream.com/>
- Pamela for Skype: <http://www.pamela.biz/>
- Voice Path: <http://www.jkaudio.com/voice-path.htm>
- Sony Sound Forge: <http://www.sonycreativesoftware.com/soundforagesoftware>
- NaceLink: <http://www.nacelink.com/>

Interviewing Resources:

<http://career.fsu.edu/IMAGES/PDFS/Guides/TheFirstJobInterview.pdf>

<http://career.fsu.edu/IMAGES/PDFS/Guides/PreparingForYourSecondInterview.pdf>

<http://career.fsu.edu/IMAGES/PDFS/Guides/PreparingForATelephoneInterview.pdf>