



Interview with a Ring

As you work through the online activity, fill in this guide as you go.

Four-Minute Review

What is one advantage and one disadvantage you have in a phone interview? _

Why should you stand up? _____

How will looking in the mirror help you in your interview? _____

Four Opinions from Clemson

Expert #1: Where should you do your phone interview? _____

Expert #2: How could you avoid doing a phone interview? _____

Expert #3: What should you say if you are asked about your salary expectations? _____

Expert #4: How should you prepare for the interview? _____

Four Sounds

What did you think of the way you sounded on the phone? _____

What is one thing you could do to improve the quality of your voice? _____

Four More Tips

What are four quick tips you would offer to a friend who was scheduled for a phone interview?

1. _____
2. _____
3. _____
4. _____

*Within 7 to 12 seconds of hearing us speak, people form lasting impressions about us...our capabilities, intelligences, even about how we look. Susan Berkley, *Speak to Influence*.*