

- 1. Prepare Like You Would for an In-Person Interview
- 2. Dress to Impress
- 3. Test Your Tech
- 4. Set Up Your Shot
- 5. Don't Sit Too Far or Too Close
- 6. Prep for Optimal Eye Contact
- 7. Check for Glare
- 8. Practice Your Video Interview Skills Ahead of Time
- 9. Pay Attention to How You Sound, Too
- 10. Write Out a Few Notes—But Refer to Them as Little as Possible
- 11. Minimize Interruptions—But Take Them in Stride If They Happen
- 12. "Show Up" a Few Minutes Early
- 13. Start Off With a "Digital Handshake"
- 14. Acknowledge the Differences
- 15. Maintain Good Posture
- 16. Use Your Face to Show You're Engaged
- 17. Let the Other Person Finish Speaking
- 18. Signal When Your Answers Are Complete
- 19. Explain Any Long Pauses
- 20. Treat Your Video Interview Like a Conversation

For the full text, including an explanation of each tip, visit "the muse" at www.themuse.com/advice/video-interview-tips

