

SPRING 2020: Career Readiness Workshop Series

Interview Strategies & Big Interview

Presented by
Denise Perez-Flores, Career Counselor



Career Center, Division of Student Affairs

Email: denise.perezflores@csusb.edu

Phone: 909-537-3256

Workshop Overview

Interview Strategies & Big Interview

Interview with confidence. In this workshop you will learn how to:

- < Practice the interview process using online technology
- < Answer tough interview questions
- < Demonstrate your knowledge and qualifications for the position you want

You can access the workshop materials here:

<https://www.csusb.edu/career-center/students-alumni/attend-workshop/career-readiness-series>

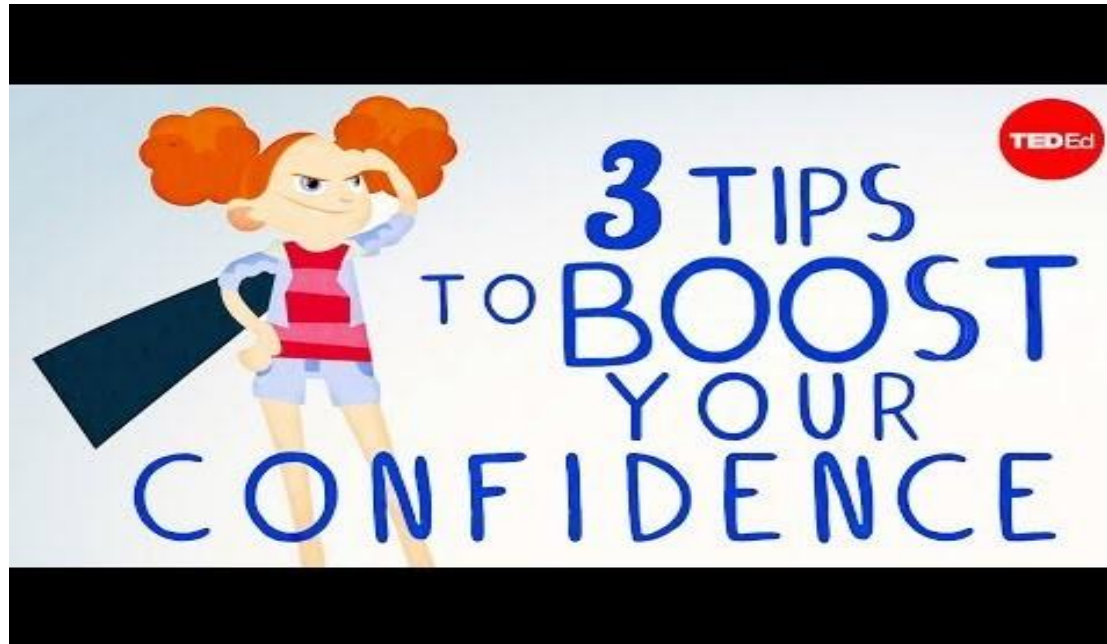
Interview with Confidence



Confidence...what does it mean to you?



What is Confidence?



[3 Tips to Boost Your Confidence](#)



How Self-Confident Are You?

- Whether someone **demonstrates self-confidence** by being decisive, trying new things, or staying in control when things get difficult, a person with high self-confidence seems to live life with **passion and enthusiasm**.
- Other people tend to **trust** and respect these **confident individuals**, which helps them build even more self-confidence – and so the cycle continues.
- However, it's not always easy to initiate that cycle. **So, where do you begin?**

How Self-Confident Are You?

- A good place to start is to look at how effective you believe you are in handling and performing specific tasks. This is termed "self-efficacy," and it plays an important part in determining your general levels of self-confidence.
- **Self-efficacy** reflects confidence in the ability to exert control over **one's own motivation, behavior, and social environment**.

Confidence Self-Assessment

How Self-Confident Are You?

Instructions

For each statement, mark the circle in the column that best describes you. Please answer questions as you actually are (rather than how you think you should be), and don't worry if some questions seem to score in the 'wrong direction'. When you are finished, calculate your results to get your overall score by adding up your responses.

	Not at All 1	Rarely 2	Sometimes 3	Often 4	Very Often 5
1 I do what I think is expected of me, rather than what I believe to be "right."	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2 I handle new situations with relative comfort and ease.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3 I feel positive and energized about life.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4 If something looks difficult, I avoid doing it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5 I keep trying, even after others have given up.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6 If I work hard to solve a problem, I'll find the answer.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7 I achieve the goals I set for myself.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8 When I face difficulty, I feel hopeless and negative.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9 I relate to people who work very hard, and still don't accomplish their goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Confidence Self-Assessment Debrief

After taking the Self-Assessment check out these Considerations about Building Self-Confidence!

- No matter what your self-confidence level is right now, you can probably improve it. But you need to believe in yourself and your capabilities before anyone else will.
- Bandura's theory of self-efficacy is a great place to start looking for ways to improve the way you see your abilities. According to the theory, there are four sources of self-efficacy:
 - Mastery experiences – things you have succeeded at in the past.
 - Vicarious experiences – seeing people who are similar to you succeed.
 - Social persuasion – hearing from others that you're capable.
 - Emotional status – staying positive and managing stress.

Confidence Self-Assessment Debrief

Key Points about Building Self-Confidence!

- Focus on the experiences in your life where you were successful. This can give you the ability to see the positive side of your mistakes and setbacks.
- Choose to believe in yourself, and surround yourself with other positive and confident people.
- The more you see the success of others, whose skills and abilities are similar to yours, the more likely you are to believe that you can also achieve that success.
- Combine all of this positive energy with great stress management strategies, and you'll soon improve your levels of personal confidence.



Interview Guide

This guide is intended to help students who are preparing for a job interview. It provides a list of questions that are commonly asked in interviews and provides suggestions for how to answer them. This guide is not intended to be a substitute for a professional resume or cover letter. It is only a guide to help you prepare for the interview.

Types of Interviews

There are several types of interviews. Each type has its own set of questions and answers. The most common types of interviews are:

Phone Interview	This is the most common type of interview. It is usually the first round of the interview process. The interviewer will ask you a series of questions to determine if you are qualified for the job. If you are, they will schedule a second round of the interview.
Video Interview	This is a type of interview where you and the interviewer are in different locations but can see and hear each other. It is usually the first round of the interview process. The interviewer will ask you a series of questions to determine if you are qualified for the job. If you are, they will schedule a second round of the interview.
Group Interview	This is a type of interview where several candidates are interviewed at the same time. The interviewer will ask you a series of questions to determine if you are qualified for the job. If you are, they will schedule a second round of the interview.
Panel Interview	This is a type of interview where several interviewers are present. Each interviewer will ask you a series of questions to determine if you are qualified for the job. If you are, they will schedule a second round of the interview.
Case Study Interview	This is a type of interview where you are given a case study to solve. The interviewer will ask you a series of questions to determine if you are qualified for the job. If you are, they will schedule a second round of the interview.
Behavioral Interview	This is a type of interview where you are asked to describe a past experience. The interviewer will ask you a series of questions to determine if you are qualified for the job. If you are, they will schedule a second round of the interview.
Technical Interview	This is a type of interview where you are asked to solve a technical problem. The interviewer will ask you a series of questions to determine if you are qualified for the job. If you are, they will schedule a second round of the interview.

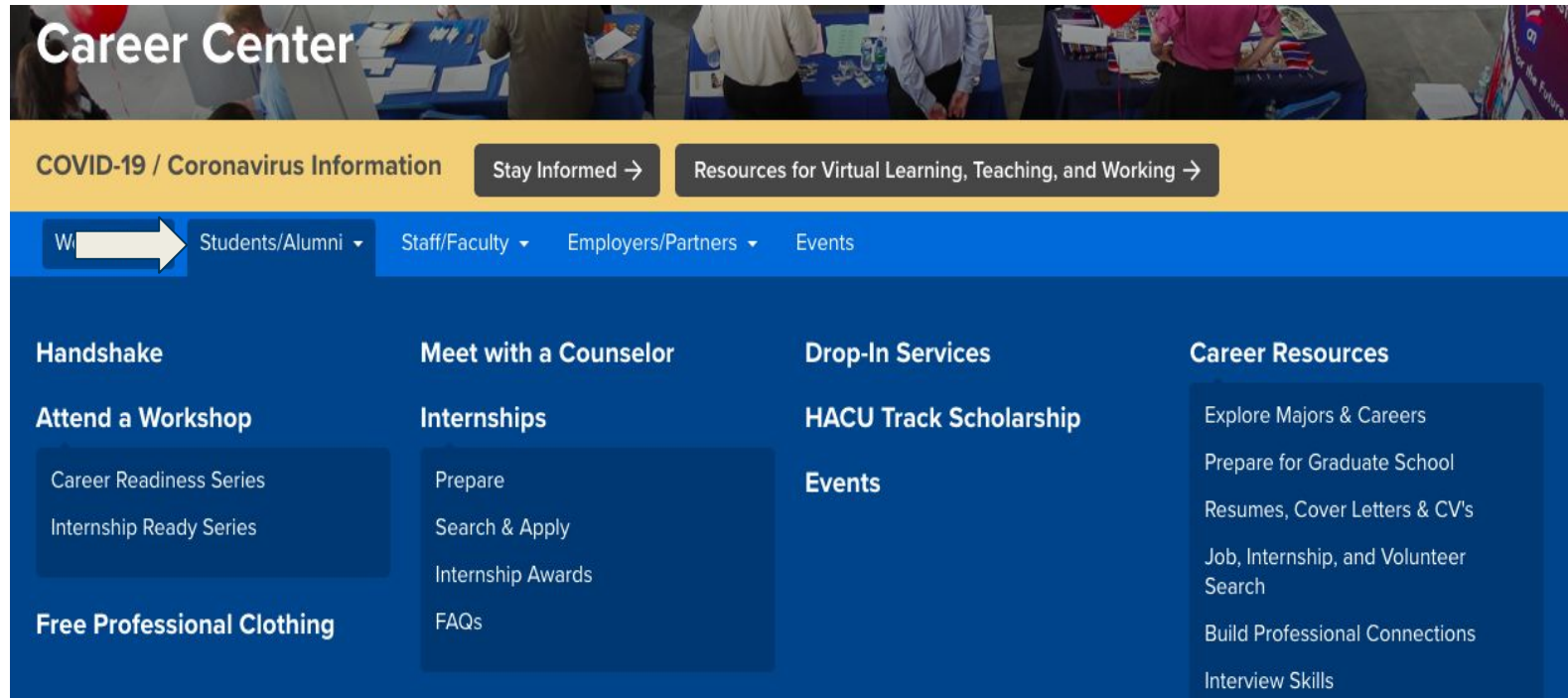
Source: <https://www.careercenter.org/2019/04/10/interview-guide/>



Practice!



How to Access Interview Practice Platform -



<https://www.csusb.edu/career-center>



What is biginterview ?




Big Interview - Simple Software for Better Interview Skills

<https://www.csusb.edu/career-center/students-alumni/career-resources/interview-skills>

How to register for biginterview ?



Return to the Career CenterLoginRegister

Create a Big Interview Account

Important

You're required to enter an email address specific to your organization for one-time verification purposes. You will also receive a confirmation email at this address once to verify you are a member of this organization. Make sure to click the confirmation link.

By signing up for Big Interview you agree to our [Terms of use](#) and [Privacy policy](#)

First NameLast Name

Email


Password

Create My Account

<https://csusbcc.biginterview.com/register>

How to login for biginterview ?



 biginterview Return to the Career Center Login Register

Welcome to Big Interview!

Sign in to your account

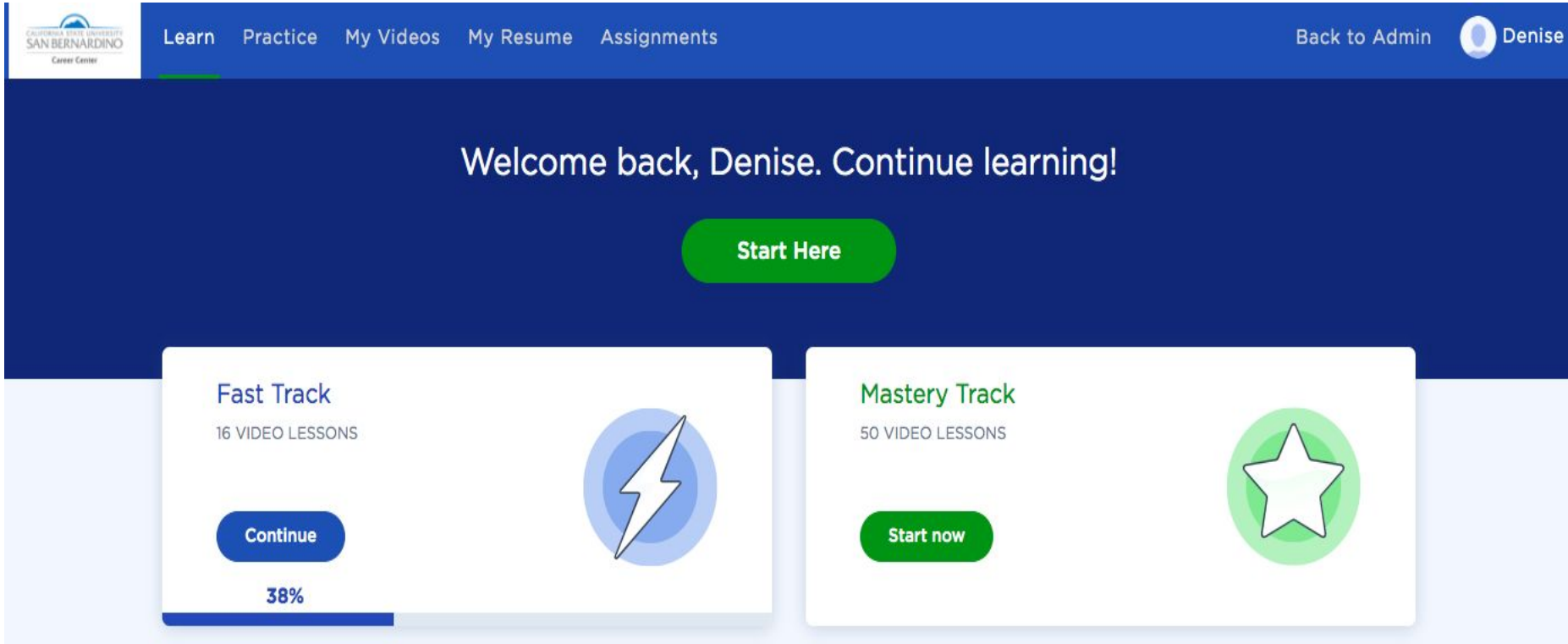
EMAIL ADDRESS

PASSWORD [Forgot password?](#)

☐ Remember me

<https://csusbcc.biginterview.com/login>

Learning/Practice Tools in



The screenshot shows the biginterview interface. At the top left is the California State University San Bernardino Career Center logo. The navigation bar includes links for Learn, Practice, My Videos, My Resume, and Assignments. On the right, there is a 'Back to Admin' link and a user profile for Denise. The main content area has a dark blue header with the text 'Welcome back, Denise. Continue learning!' and a green 'Start Here' button. Below this are two white cards. The 'Fast Track' card on the left features a lightning bolt icon, a 'Continue' button, and a progress bar at 38%. The 'Mastery Track' card on the right features a star icon and a 'Start now' button.

Learn Practice My Videos My Resume Assignments Back to Admin Denise

Welcome back, Denise. Continue learning!

Start Here

Fast Track
16 VIDEO LESSONS

Continue

38%

Mastery Track
50 VIDEO LESSONS

Start now



Learning/Practice Tools in

Learn Practice My Videos My Resume Assignments

Back to Admin  Denise



Written Curriculum

9 WRITTEN MODULES



Negotiation Curriculum

11 VIDEO LESSONS



First 90 Days Curriculum

21 VIDEO LESSONS

We're here to help!

Our Help Center is full of valuable insights. Check some of our articles.

Helpful Get Started Videos

Watch now >

System Requirements

Read article >

PRACTICE Section - Mock Interviews

Read article >

LEARN Section - Interview Training

Read article >



Interview Questions

Common “Tough” Questions

- Tell me about yourself. What should I know about you?
- Why are you interested in this position?
- What do you know about our organization?
- Why do you want to work here?
- What are your weaknesses?
- How do you handle change?
- Do you have any questions for me?



Interview Questions



Common “Tough” Questions: Example on How to Answer?

Tell Me About Yourself.



Interview Preparation Guide



Interview Guide

Interviews are beneficial to both applicants and employers as this is the time where you both have the opportunity to exchange information for a potential professional relationship. At the interview, you should highlight reasons why you would be the best fit for the position by relating your personal strengths and past accomplishments to the job.

It should be your main objective to prove that you can help the company accomplish their goals and be a valuable asset to the organization. How well you interview will determine whether or not you get the job, this is why it is important to prepare and practice.

https://www.csusb.edu/sites/default/files/Interview%20Guide_CSUSB-CC.pdf

Career Counseling Appointments (ONLINE via Zoom + Phone) 30 mins.

Counselors help with:

- < Major & career exploration
- < Career & educational planning
- < Resumes, cover letters, & CV's
- < Job & internship search
- < Networking
- < Graduate school preparation
- < LinkedIn profile building
- < Interview skills & practice
- < Salary negotiation

www.csusb.edu/career-center/students-alumni/meet-career-counselor



CSUSB WE DEFINE THE *Future*

Drop-in Services (ONLINE via Zoom)

15 Mins.

Peer Career Educators help with:

- < Resume and cover letter reviews
- < Questions about Handshake and Career Center services

Career Counselors help with:

- < All Career related topics except for resume & cover letter reviews

Learn more here:

<https://www.csusb.edu/career-center/students-alumni/drop-services>



SPRING 2020 SCHEDULE

MONDAY & WEDNESDAY 11AM-1PM

TUESDAY & THURSDAY
2PM-4PM

ZOOM LINK
csusb.zoom.us/j/99046443979

Meeting ID
990-464-43979



CSUSB WE DEFINE THE *Future*

Resume/Cover Letter Reviews Only (ONLINE via Email)



Resume/Cover Letter reviews are available electronically.

Send your documents in a MS Word file to careercenter@csusb.edu

You will receive your reviewed document(s) back via email 2-3 days after submission.

Learn more here:

<https://www.csusb.edu/career-center/students-alumni/drop-services>



CSUSB

WE DEFINE THE *Future*

Free Professional Clothing - CLOSED UNTIL FURTHER NOTICE

How it works:

- All attire is Free to students and alumni
- Stop by Mon. - Fri. from 8am - 5pm
- Sign in with your student ID# at the front desk
- After you find what you need, bring items to the front desk for checkout
- Inventory arrives on a regular basis
- Consider building your professional wardrobe before it is needed



Spring 2020 Events

SPRING 2020

CAREER READINESS WORKSHOPS

~~Location: Meeting Center Panorama Room~~

Time: Tuesdays, 12pm - 1pm

Join Online

csusb.zoom.us/j/9095375250 Meeting ID: 9095375250

TUESDAY
04/07

**CAREER & MAJOR
EXPLORATION**



TUESDAY
04/14

**RESUME, COVER LETTER,
& MORE**



TUESDAY
04/21

**EXPLORE
INTERNSHIPS**



TUESDAY
04/28

**INTERVIEW STRATEGIES &
BIG INTERVIEW**



TUESDAY
05/05

**SOCIAL MEDIA DO'S &
DON'TS + NETWORKING**



TUESDAY
05/12

**PROFESSIONAL CONFERENCE
& CAREER FAIR PREPARATION**



TUESDAY
05/19

**WHAT'S NEXT AFTER
GRADUATION?**



TUESDAY
05/26

CAREER MANAGEMENT



CSUSB

WE DEFINE THE *Future*

Survey - Feedback

If you would like to provide feedback on the workshop please complete the brief **online survey**

Online Link

<https://bit.ly/2K7acUO>

QR Code



Your feedback is greatly appreciated!



Thank you!



CSUSB WE DEFINE THE *Future*