



The Interview

Nerves

- Does the thought of public speaking make you queasy? If so, you're not alone. No kidding--people of all ages and occupations feel the same way. From stage actors to college professors, many professionals feel the sudden urge to flee just before they speak. So what can you do? Just follow these steps to calm down and gear up for a super performance.

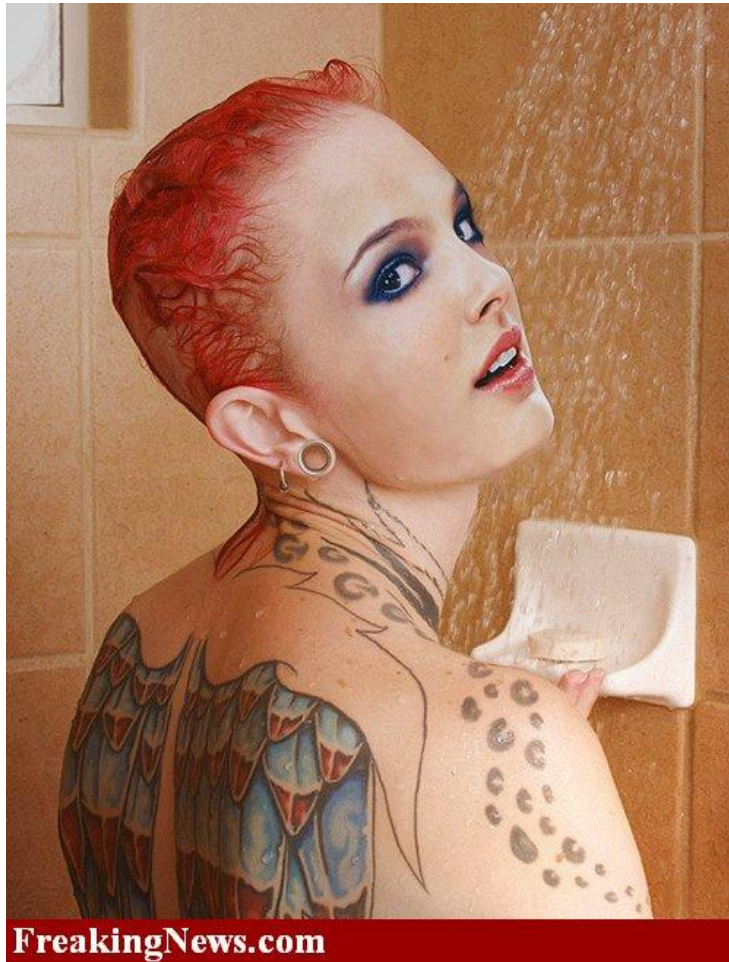
Interviewing

- **Be prepared** - You've spent weeks discussing multiple questions that the interviewers might ask you. Just relax!
- **Practice speak out loud** in front of the mirror at home before the interview. Or have your parents quiz you on a number of questions. .
- **On the morning of your interview, eat something but don't drink soda.** Carbonated beverages will give you dry mouth.
- **Dress appropriately and in layers.** You never know whether the room will be hot or cold. Either could give you the shakes, so prepare for both

Be prepared to speak

- **When you are asked a questions - take a moment to gather your thoughts or relax.** Don't be afraid to give yourself a pause. If your heart is beating hard, this will give it an opportunity to calm. If you do this right, it looks very professional.
- **If you start to speak and your voice is shaky, take a pause.** Clear your throat. Take a drink of water if it's available.
- **Focus on someone in the back of the room.** This has a calming effect on some speakers. It feels weird, but it doesn't look weird.

Which makes the best impression?



Dress Appropriately

- If you're like most teens, you like to express yourself through your clothing and you *don't* like people telling you how to dress. That's okay--you're young, fun, and interesting. But part of preparing for adulthood is realizing that there is a time and a place for all things.
- For example, it's not a good idea to wear clothing that is too revealing in an interview. Most judges and teachers will simply see this as a sign of immaturity.
- Most judges or other interviewers of teens will be quite accustomed to interviewing teens and won't be affected by most things, like expressive outfits with loud colors or Gothic looks, but there's always a chance that your clothing will

Business Casual

- Dress should be, at the least, neat and tidy. Business casual is usually appropriate. For example, khakis and a neat tucked in polo shirt would work well.
- Your shoes should be moderate and you should avoid extreme hairstyles or colors.
- Also, keep makeup and perfume to a minimum.
- No jeans or shorts, no tank tops, crop tops, or anything especially low cut (shirt or pants) or too short (skirt or blouse) - keeping everything professional is a must.

Take the Stage

- **Pretend you're a professional on TV.** This gives confidence.
- **Prepare an "I don't know" answer if people will be asking questions.** Don't be afraid to say you don't know. You can say something like, "That is a great question. I'll look into that."
- **Prepare a good ending line.** Avoid an awkward moment at the end. Don't back away, mumbling "Well, I guess that's all."

Shake hands with confidence

- What is the best way to shake hands? There isn't one. People spend much too much time worrying about how to do this. Just relax and shake hands with confidence.
- There are a few common sense tips for shaking hands, though. For instance, don't try to squeeze hard to prove how strong you are. Also, if you're worried about having sweaty palms, you can keep a lightly-powdered tissue in your pocket and squeeze it right before the handshakes begin.
- It's okay to hold out your own hand when

Video Yourself

- If possible, make a practice video and watch yourself to see how you sound.



Thank the interviewer

- When an interview is over, be sure to thank the interviewer. You may want to offer the interviewer or judge a writing sample or piece of artwork that you have created before you exit. Just be sure that something like this is appropriate.

