Skype Interview Tips

1) **Practice using Skype if you’re not familiar with it.** Your first Skype experience can be awkward. Set up time with a friend to become comfortable with the experience and ensure your technical components are in order.

2) **Look at the camera, not the screen.** The only way to maintain eye contact with your interviewer is by looking at the camera. It can feel a bit counterintuitive, so practice ahead of time!

3) **De-clutter your surroundings.** When you decide where you’re going to take your Skype call, make sure the area is clear of personal items and clutter. A simple backdrop is ideal.

4) **Consider lighting.** Natural lighting or a lamp aimed at your face from behind the computer screen are most effective. Light coming from behind you will darken your face and light from above will cast distracting shadows.

5) **Dress as you would for a live interview.** Avoid stripes and small patterns, as they can appear “messy” on a computer screen. And if you’re background is white, avoid light colored clothing.

6) **Eliminate potential noise and distractions.** Consider employing a pet sitter if you are home and have a dog prone to barking. If you have roommates, let them know when your call is taking place.

7) **Have a copy of your resume, paper, and pen.** You’ll want to refer to your resume at some point in the conversation. Also, be prepared to take notes as needed, but stay focused on the call and the camera.

8) **Have a “pleasantry in your pocket.”** Know ahead of time how you’ll greet the interviewer when the call begins. For instance, “Hi Ann, I really appreciate the opportunity to speak with you today.”

9) **Keep your energy up.** Smile through the call. Everyone’s energy has a tendency to wane over the course of a virtual interview, so be sure to work at keeping yours consistently high.