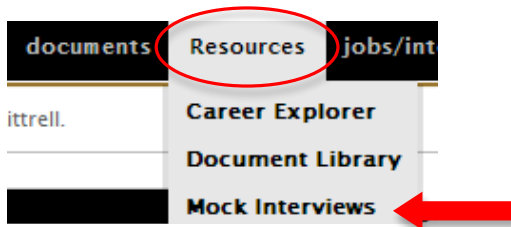


Using the Mock Interview Module in DoreWays

To access the Mock Interview feature:

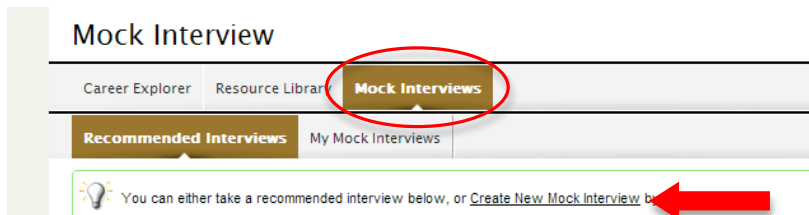
1. Login to your DoreWays account: (<https://vanderbilt-csm.symphlicity.com/sso/students>)
2. Hover over the *Resources* tab and click on *Mock Interviews*.



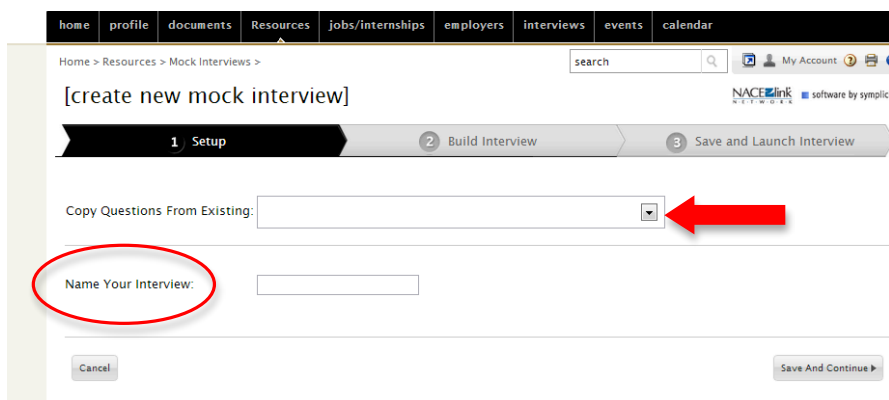
3. If you would like to take a pre-written Mock Interview, browse the *Recommended Interviews* Tab for the list of interviews for different industries.

To create a customized Mock Interview:

1. To create your own set of questions to answer click on the *My Mock Interviews* tab and then the *Create New Mock Interview* button.

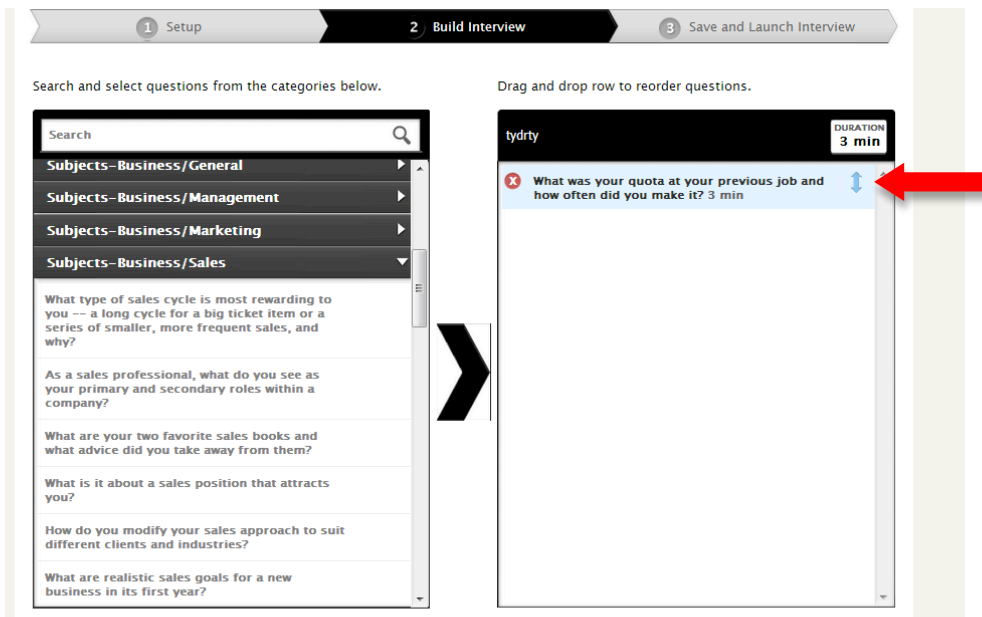


2. You can then copy another interview's questions using the drop down, and name your interview.



Optionally, you can also select and order questions in your own way without copying from existing interviews. Simply name your interview and click *Save and Continue* to be taken to the next screen.

3. From the *Build Interview* screen click on the questions you want to use to add them. Once added, you can shift the order of the questions by clicking on the blue arrows. Delete a question by clicking on the red X. Click *Save and Continue* to finalize your custom interview.



4. On the next screen, select the person who will interview you. At this point you can either start the interview or save it for later.

Taking the Mock Interview:

- Plan to take the mock interview when you have sufficient time to complete it in one sitting, without interruption.
- When you launch the interview you will be prompted to check the audio and video settings for the webcam you are using. You will also be able to answer a practice question.
- When taking the interview look at the camera and not the computer screen.
- Watch your response time. The circle at the top of the screen will change color as time elapses.
- If you miss or forget the question, you can view it on the screen.
- Your responses can be shorter than the allotted time. You can stop the recording by clicking *Stop Recording Answer* and move on to the next question.
- After you complete the interview you have the option to send it to one of our coaching staff for review. This is a great way to get tips on how to improve your interviewing skills.