

Making the Best 4-H Clubs Better – Virtually

Preparing for Your Project Interview: Tips for a Successful Interview

The key to a successful interview begins with being ready!

Practice

Rehearse interviewing skills.

- Participate in a **“Mock Interview” Activity**
- Practice talking to yourself in front of a mirror.
- Do a demonstration at a club meeting.

Prepare

Twas the “Night Before Judging”

- Review your project book for important information you want to share during your interview
- Gather everything you need for your project judging
 - Project Book
 - Display
 - Additional Resources
- Get plenty of sleep

“The Big Day”

- Eat a healthy meal.
- Wear clothes that are neat and clean.
- Check your exhibit one last time. Do you have everything?
- BE ON TIME for judging.
- For virtual judging:
 - Be sure your device is fully charged or plugged in.
 - Log on a few minutes early to check your connections and camera angle.
 - Is your background view neat and clean?
 - Mute your microphone.

Interview

- Introduce yourself to your project interviewer/judge. If Face-to-Face, shake his/her hand if you are both comfortable doing so.
- Relax and Smile 😊 **Remember you know more about your project than anyone else!*
- If Face-to-Face, leave your cell phone with someone else or at home. If virtual, turn off all background noises and distractions (T.V., Music, etc.)
- Remove your hat
- Do not chew gum
- Sit up straight
- Speak clearly and loudly
- Answer questions with enthusiasm!
- Be willing to share information with direct, honest answers.
- Use more than “Yes” or “No” answers... TALK!
- When finished, smile and thank the interviewer for their time.



THE OHIO STATE UNIVERSITY

COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES

