

# CAREER MANAGEMENT- CDEV 8130/8131/8132



## ASSIGNMENT 4: MOCK INTERVIEW

Academic Year 2023-2024

Worth 25% of the Final Grade

### Individual Assignment

**Due:** This assignment is due by the end of module twelve.

See the Instructional Plan for exact due dates.

**Submit to:** **Assignment 4** submission folder. Submission folders can be accessed by selecting **Course Tools** and then **Assignments** on the course navigation bar.

### Description

In module 8, you selected a job posting to which you tailored your resume and cover letter. In module 10, you carried out the analysis of that posting to predict interview questions and prepare written responses. During modules 10, 11 and 12 you worked on a series of activities to help you prepare for interviews. This assignment asks you to demonstrate your interview skills and reflect on your interview performance.

### Rationale

Practicing and reflecting on interviews will support you in improving your interview skills.

This assignment will evaluate the following course learning outcome:

5. Respond confidently and competently to a variety of interview questions using the corresponding interview response strategy.

### How Your Assignment Will be Graded

A rubric has been created and can be found attached to the submission folder. Submission folders can be accessed by selecting **Course Tools** and then **Assignments** on the course navigation bar.

**Late Policy** - The School of Interdisciplinary Studies Late Policy states that you will be deducted 10% per day for each day your assignment is late. After 7 days, you will be assigned a 0% for the assignment. See the School of Interdisciplinary Studies Late Policy for further guidelines.

## IMPORTANT NOTICE: Artificial Intelligence (AI) Assessment Statements for Students

Use of any form of generative artificial intelligence (AI) is strictly forbidden throughout all stages of this assessment, including brainstorming, idea generation, outline formation, etc. This includes your cover letter and resume.

Generative AI may include (but is not limited to) chatbots, coding tools and image/art generating tools, or other technologies that produce work for you. Using AI in any capacity throughout the assessment process will be in violation of Conestoga's Academic Offences policy under the category of Unauthorized Aids and Assistance (Cheating) or Copying from Others or Self Copying. The consequence of this violation is that an academic offence will be filed, with the severity of the penalty dependent on previous offences. In cases where you are unsure if something is considered generative AI, always ask your professor before using.

## List of Activities

### MODULES 11-12: My Mock Interview, Interview Reflection

#### My Mock Interview Instructions

Be sure to complete the following items. You must:

- 1) Select someone to act as "interviewer." This person does not need to be in the video; however, the questions they ask you must be clear and audible. They will ask you the 3 predicted questions from the work you did in assignment 3.
- 2) Answer your interview questions on video, using the STAR format to orally communicate your responses. Answer as you would in an interview. **Do not read responses. As this is a mock interview, please dress appropriately.**
  - *You can either record on your smart phone, webcam, or other video recording software (Zoom or Teams).*
- 3) Ensure the video length is between 6-10 minutes.
- 4) Ensure the quality of your video submission is clear and audible (for both the questions and the responses).
- 5) Upload your video or provide the video link in the assignment folder.
- 6) Upload this Word document with the completed section on the interview reflection below.

### INTERVIEW REFLECTION — RESPOND IN EACH TABLE

What are your first impressions of your performance?

It was a pleasant and educational conversation. I enjoyed having the chance to share my knowledge and experiences. I was sure I could convey how much I loved web development, stress my academic

experience, and showcase the projects I had worked on. I was able to communicate how I approach problem-solving and how I stay up to date on developments and trends in the field. But as with any interview, I understand the importance of continuous improvement. There were moments when I could have elaborated on specific aspects of my experience or provided more specific examples. I would value the opportunity to share more details so that people can fully grasp my range of abilities. You must stay enthusiastic about the role, positive, and receptive to criticism.

How did your answers reflect the STAR model?

My answers are structured in an interview to conform to the STAR (Situation, Task, Action, Result) model in the following ways:

Condition (S): I start by giving a brief and understandable explanation of the circumstance or background. This makes it easier for the interviewer to comprehend my situation. For instance, I would describe the particular scenario or challenge if the question was about overcoming a challenge.

Task (T): I clearly state the task or objective that needs to be accomplished after the situation. This aids in precisely identifying the aim or target I was pursuing. This could entail outlining the duties connected to a particular position or project.

Action (A): Most of my response outlines my steps to resolve the issue or complete the assignment. I go over the precise actions, approaches, and choices I took. This part is essential for demonstrating my problem-solving abilities and the reasoning behind my actions.

Result (R): I talk about the consequences and outcomes of my actions to wrap up my response. This covers both the outcome and any qualitative or quantitative effects. I highlight the successes and any lessons that were, if any, learned from the process.

I answer interview questions in a thorough and well-rounded manner by organizing my responses in this manner. This strategy makes it easier for me to articulate my accomplishments and prior experiences and enables the interviewer to gauge how well I can manage particular circumstances and assignments. It helps to highlight my skills and abilities and gives the interviewer a straightforward story that is simple to follow.

In what ways did practicing help you in responding to questions?

During interviews, answering questions enhances my contextual awareness. Interview practice with various question types has helped me become accustomed to different communication styles. This adaptability improves my ability to formulate responses that align with the requirements and formats of interview questions. With practice, my ability to identify problematic or perplexing queries gets better. This helps me develop strategies for asking questions and giving answers that consider different interpretations.

How could you improve your responses to each question?

Iterative learning and changes to the underlying model are necessary to improve my response to inquiries.

I would benefit from training on a more varied and expansive dataset to improve my responses. It may be beneficial to fine-tune the model using data from specific domains or sectors if more accurate

responses have been requested. This enables me to focus on particular areas—continuous efforts to identify and lessen response biases to preserve inclusion and fairness.