

GGC5039 / ESS419

Communication in Geosciences

Section 6-1: Interview

Instructor: Dikun Yang

Term: Fall 2020-2021



Outline

- Section 1: **Introduction** (2 hr)
- Section 2: **International communications** (2 hr)
- Section 3: **Writing and publishing** (8 hr)
- Section 4: **Presentations at conferences** (6 hr)
- Section 5: **Writing proposals and applications** (8 hr)
- Section 6: **Interviews** (2 hr)
- Section 7: **New media** (2 hr)
- Section 8: **Integrated practice** (2 hr)

Interview – A Face-to-Face Communication

- Real-time communication: Listen and speak
- Cannot be completely prepared
- Cannot be faked or pretended
- Combination of technical contents and appearance
- Interaction with colleagues in a professional setting
- Favor persons with good overall performance and capability

What Interview Have You Experienced?



Types of Interview

- Admission to college, graduate school or postdoc
- Academic positions (professors, scientist)
- Industrial or business positions
- On-site or online interview
- Purely oral or oral + PPT or oral + performance

A Typical On-site Academic Interview

- Get shortlisted/invited for an interview after application
- Receive notification (phone or email)
- Arrive at the city/venue of interview
- Meet interviewers (examiners or future supervisor, colleagues)
- Give presentations and answer questions
- Participate in social activities
- Follow up

Before You Go

- Know the persons you are going to meet
 - Names
 - Research and personal interests
 - Academic connections
 - Customs



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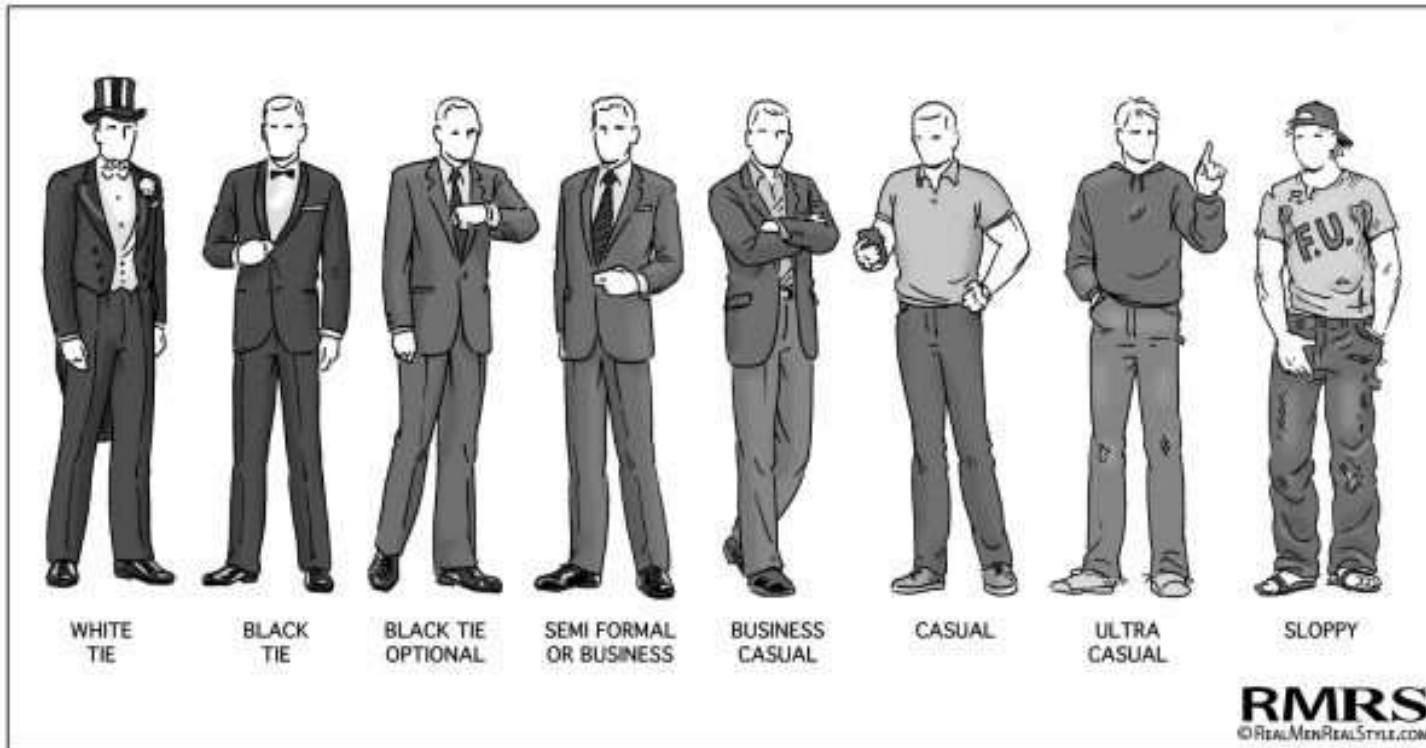
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Before You Go

- Right dress (code) and appearance
 - Usually business casual and up



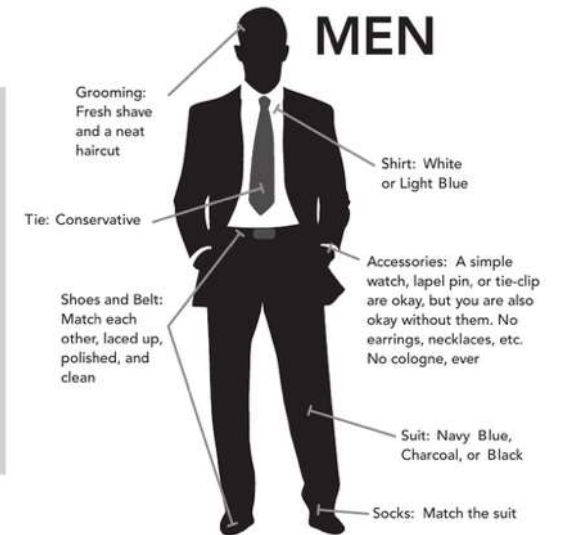
Dress Code

Men & Women Dress Etiquette

The Career Management Center encourages all students to dress business professional for interviews, the career expos, and any other event the employer designates so. Sometimes they may say business casual. It is always better to be overdressed than underdressed. Use good judgement.

DON'T FORGET TO

- 】 brush your teeth
- 】 show up early
- 】 give a good handshake
- 】 make eye contact
- 】 speak clearly
- 】 smile



WOMEN

The #1 error women make with professional dress is "too tight or too much skin." You are not going out on the town, so do not dress that way.



Oral Presentation

- Make good use of the time slot: the #1 and #2 errors
- Research or teaching talk
 - Carefully choose the technical contents: most people are laymen
 - Grip the trend and show your opinions
 - Talk to the points (demand of the position)
- General presentation
 - Less is more: avoid overwhelming and all-inclusive
 - Concentrate on the highlights and skills/abilities
 - Understand the expectation (undergrad, master, PhD, postdoc)
 - Balance between academic and extracurricular

Personal Interactions

- One-on-one meeting with professors and administrators
- Be prepared to answer questions like
 - What research experience qualifies you for this position?
 - What exactly did you do in this project?
 - Do you have any plan for research?
 - What made you to change the research direction?
 - What are you going to do after your master/PhD/postdoc?
 - What type of research do you think you are the most suitable to do?
 - Do you know you lack some fundamental knowledge/training in XXX?
- Be prepared to ask questions
 - Research atmosphere/culture in the lab
 - Possible research topics/directions
 - Whereabout of former graduates

Social Activities

- Meals with professors, peers and students
- Tour of the city, campus and facilities
- Other types of entertainments



On-line Interview

- IM software: skype, Google Hangout, QQ, WeChat
- Virtual face-to-face interaction
- Usually 20~30 minutes
- Technically prepared: HD webcam and headset, high-speed internet, quiet room, good lighting
- Physically prepared: positive appearance, properly dressed, keep moving
- Emotionally prepared: do not be afraid, it's like 网友聊天
- Speak loudly and clearly and use gesture if possible
- Be concise and logical

Industrial and Non-academic Job Interviews

- More formal (or informal) dress code
- Conversation specific to the job description
- Understand the core value and interest of the company
- Concentrate on what you could do for the company
- Team working and organizational abilities
- Relevant experiences (interns, employment history)
- Ask about salary and benefits

Assignment 4

- Record a short video of about 1 minute (elevator pitch)
- Introduce one of the following in Chinese or English
 - Your area of research or the topic of your thesis
 - A scientific discovery you have made or one project you have finished
 - Answer the question “why should we hire/recruit you?”
- Make sure to
 - Include the necessary contexts
 - Use the right level of details
 - Show your full body/torso
- Compress your video (no HD) and send to TAs
- Due date: December 25, 2020