1.

Activity introduction

This activity will help you prepare to present your portfolio during interviews. In this activity, you'll create your interview presentation.

When asked to deliver a presentation of your portfolio, there are many approaches you can take. Your interviewer might have a set structure for you to follow, or it might be up to you to drive the process. We've provided a portfolio presentation template to help you get started and ensure that you include the key elements for this activity.

Step-by-step instructions

Here are some things you'll want to cover in your interview presentation:

. Introduce yourself and your background

. Present your most important or relevant portfolio case study

. If time allows, present an additional case study

. Present any pre-assigned design exercises

. Invite questions

The template below provides a good structure for you to include all of these in your presentation. Follow these steps to create a slide deck for your interview:

Step 1: Access the template

To use the template for this course item, click the link below and select "Use Template."

Link to template: interview presentation template↗.

OR

If you don't have a Google account, you can download the template directly from the attachment below.

Google UX Design Certificate - Interview presentation [Template]
PPTX File

Step 2: Introduce yourself and your background
The first four slides in the interview presentation template will help you break the ice!

Introduce yourself by name on your first slide and include a title/role to describe what you do. (Slide 1)
In the second slide of the template, include a table of contents so that your interviewers know what's ahead in your presentation. (The table of contents slide also gives you a chance to take a breath and remember what you want to say and how you want to say it!) (Slide 2)
On the third slide, take some time to describe your background as a designer and the products you've created. (Slide 3)
Finally, with your fourth slide, you can give a brief description of the project case studies you will be presenting in the details that follow. (Slide 4)

Typically, you should prepare to present at least two case studies. First, you'll want to present your most important or relevant portfolio case study from your portfolio. Let this be Project 1 in your presentation template.
Next, if you have time, present an additional case study that you feel showcases how your design approach is a good match for the job you're interviewing for.

Alternatively, your interviewers may give you a pre-assigned design exercise you'll need to prepare a presentation for. You'll have this information well ahead of time. If they've assigned a design exercise, that should be the first thing you present in the interview.

Step 3: Present your most important or relevant portfolio case study first
Slides five through nine in the interview presentation template are designed to help you present the project in your portfolio that you feel is most important or relevant to the role you are interviewing for. There are key points you should focus on when you present any case study. You want to:

Clearly state the user you designed for and describe the user's goals and pain points. You should also explain how you used the design process to help solve the user problem. UX designers should always put the user front-and-center, so you want to showcase this in your work. (Slide 5)

Next, explain your design process in order and draw attention to the deliverables you created. As part of this, you'll want to describe how your designs were tested at each stage and the improvements you made to your designs based on your testing. (Slide 6)

Include views of your final product. Be sure to include mockups as well as descriptions to explain your product. Include a link to a high fidelity prototype if you have one available for the product. (Slide 7)

Call out evidence showing your design's impact on the problem you intended to solve and any next steps your design inspired. Include data that supports your claims. (Slide 8)

You should also be sure to share lessons learned from your work on this project. What new insights might you take into your next project? (Slide 9)

Step 4: Present an additional case study from your portfolio
If you have time, present an additional case study that you feel showcases how your design approach is a good match for the job you're interviewing for. Repeat the presentation process you used for your first project.
For Project 2:

State the problem/challenge that led you to create this product. (Slide 10)

Explain your design process. (Slide 11)

Display the final product. (Slide 12)

Explain the impact of your design. (Slide 13)

Describe the next steps you took after creating your product. What did you learn from the design process? (Slide 14)

Step 5: Present any pre-assigned design exercises
Your interviewers may give you a pre-assigned design exercise that you will need to prepare a presentation for. If the interviewers don't give you a set presentation structure to follow, you can use the slides from our interview presentation template to present your design process for the assigned exercise.

If you need to present more than two projects, copy slides five through nine and paste them into your presentation for a third set of case study slides. The number of case studies that you're expected to present will vary from interview to interview. It will also vary depending on the size and scope of the case studies you're presenting.

A general rule would be to present two of your own more significant projects, or a design exercise and one of your larger projects. If you're unsure what to present, make sure to ask!

Step 6: Present key takeaways
How are you evolving as a designer?

Recruiters and hiring managers are searching for someone who wants to learn and grow. A great way to show this is by calling out things you'd do differently next time. (Slide 15)

Step 7: Take questions
Invite questions from your interview panel about the information you presented.

Keep in mind that the interviewer's job is to ask questions to learn more about your thought processes. So don't be surprised if they have a lot of questions for you! If your portfolio site includes an FAQ page, you might present the link to it on this slide. (Slide 16)

Step 8: Thank your interviewers for their time
Your final slide should express your thanks and remind you to say thanks to your interviewers for their time. (Slide 17)

Step 9: Practice giving your presentation
Now that you've created your interview presentation using the interview presentation template, practice giving your presentation:
Start by presenting in the mirror.

Next, ask your family/friends to help you practice and provide constructive feedback.

Another option is to record yourself giving your presentation, make note of the things you did great and those that need some improvement.

Now that you're ready to present your portfolio remember to keep calm and confident. You've done amazing work, and showing confidence in your design choices will make you appear more professional.
Step 10: Reflect on the completion of this activity
Be sure you've addressed the following criteria in your completed deliverable.

Have you created a presentation that addresses what the interviewers asked you to prepare?
Does your presentation introduce you and your background?

Does your presentation fully present your most important or relevant case study?

Are you prepared to present an additional case study?

Are you prepared to present pre-assigned design exercises (if applicable)?

Does your presentation present key takeaways?

Does your presentation include time to invite questions from your interviewers?

Does your presentation thank your interviewers for their time?

Have you practiced giving your presentation?

Step 11: Save your work
As you complete these activities, remember to save all of your work to your computer, a hard drive, or a Google Drive folder to make sure you have all the resources you'll need later in the course for your portfolio.