

Making the most of virtual opportunities Template

Please read the following scenario, then create your own strategy to maximise the opportunity by answering the questions below.

Scenario

You have just received an email inviting you to an interview for an Internship opportunity. The meeting is being held virtually using Zoom and you have been provided a link to the call time and date. There is no other information included in the email apart from the names of the people who will be interviewing you.

This is an internship at your dream company, and you are feeling a bit nervous about it. You've been using Zoom to keep in contact with your friends and family, but you've never used it for a business meeting before.

You want to make the best first impression possible, as you know that many people will have applied for this internship opportunity and you want to do your best to get it. You are feeling the pressure of making the right first impression.

1. What can you do to prepare for the interview?

Prepare

Practice

2. What do you need to consider during the interview?

3. What can you do to follow up the interview?