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Module 1 Preparation

1. Research on the Organisation

**Business Area (What is the organisation’s purpose?)**

**History – Some Key Facts**

**Any additional sources of information**

**Job Role (What would I be expected to do?)**

**Interview/Assessment Structure (Who will be present/Timing/What form will it take/What should I bring with me?)**

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2. Personal Preparation

**Face to Face - Decide on travel arrangements**

**Virtual – Check computer/device and connections / Arrange location**

**Appearance**

3. Self Confidence

**Internet Research**

*(Suggested sources of information - NHS Self Confidence, princes-trust.org.uk, YouTube Self Confidence)*

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