

HANDBOOK

HOW TO PREPARE FOR GROUP DISCUSSION WITH JAPANESE COMPANY

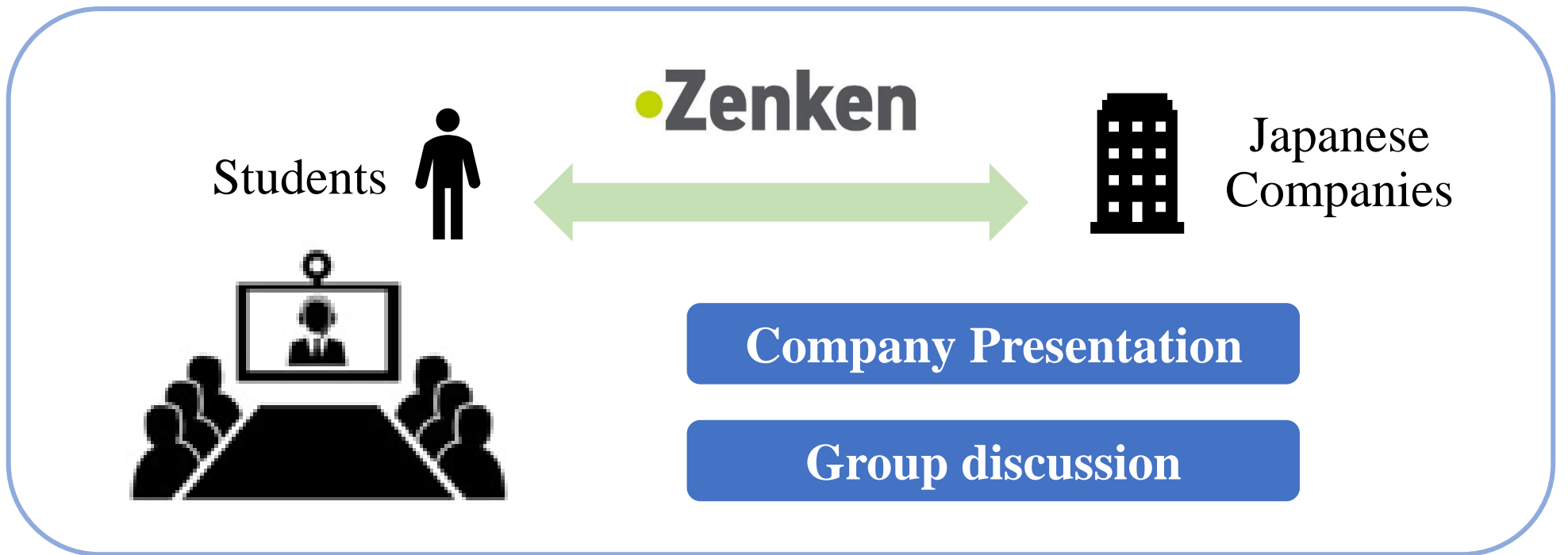
ZENKEN CORPORATION /

ZENKEN INDIA LLP



▶ Group Discussion (GD) with Japanese Companies

GOAL: Connect Japanese companies through Online which are considering participating in 2021 Placement Event.



<Purpose for Students>

- ✓ To get used to Online MTG with Japanese companies
- ✓ To get understanding about Japanese company and corporate culture

<Purpose for Japanese Companies>

- ✓ To get used to Online MTG with Indian students
- ✓ To get to know Indian student's skill and character

<Your College / Zenken Expectation>

Provide opportunities for Japanese companies to convince that Indian students are talented, self-motivated, adaptive, passionate, diligent and more...



IT'S NOT A PLACEMENT EVENT, There are no interviews and no test. Feel comfortable and relax, enjoy discussion with Japanese companies. Make use of this opportunity for preparation toward Placement Period!

Group Discussion Schedule



2-3 weeks
before

1. Select Shortlists for Group Discussion
2. Create Chatwork room for designated Company ※1
3. Share company information, this Handbook and Profile Sheet to students on Chatwork room ※2
4. Collect your Profile Sheet on Chatwork room

※1 Chatwork is group chat, a safe messaging application that Zenken is using.
We will create a chat room and share the invitation link.

※2 Profile sheet is brief introduction sheet which will share to designated Company.

1 week
before

Pre-Group Discussion DEMO session with Zenken team

- ▶ Q&A Session beforehand / Explain procedure on the day /
Check the network connectivity
- ▶ We will share company information once again and conduct appropriate preparation

※ Please note that if we find the attitudes of participants inappropriate, or overall matching inadequate, we may remove and re-create the shortlist for the final day.

On the day

Group Discussion with Japanese company

- ▶ Duration: approx. 2 hours total
- ▶ Introduction of placement team and students (using Profile Sheet), as well as brief company introduction
- ▶ Q&A session from company side

GROUP DISCUSSION ADVICE

Check company presentation sheet and do research!!

Check the company presentation sheet again, to obtain as much information as possible. Additionally, do further research online. The pages may be in Japanese but translate the page and try to understand the general message.

You never know what you will learn, and how you can use that information for the actual placement event. In addition, the attitude of taking notes is seen favorably by companies.

Take notes during the presentation and GD

Fill out profile sheet

You will introduce yourself during the discussion, but in case they cannot hear you or did not understand, the profile sheet will be crucial to convey important information about you. Make sure to fill details within the given space.

Check your network connectivity at wherever you will be connecting in from, to avoid internet issue. Avoid running other programs while you are participating. Conduct a test session using the tool you will be using to familiarize yourself.

Check network connectivity at home

Have one project to showcase just in case

Have a project that highlights your strengths to share with companies, just in case they ask. Better to be prepared for anything they ask.

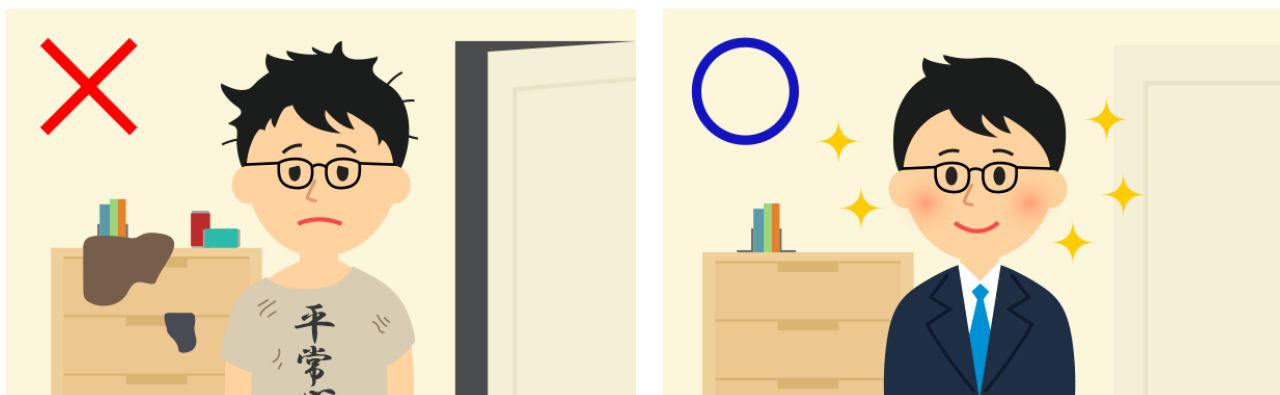
Questions show you are interested in the company, so that will be favorable. Also, online meetings may be difficult to hear, so speak slowly and articulate.

Prepare queries, speak slowly!!

Join the call 10 min. early!!

Even a one minute delay is unacceptable. It shows you cannot manage your time and be responsible. Show up 10 minutes early!

ONLINE INTERVIEW ADVICE



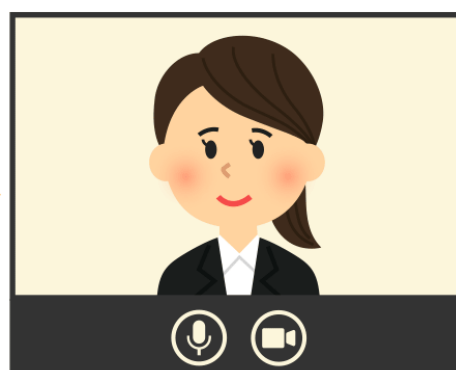
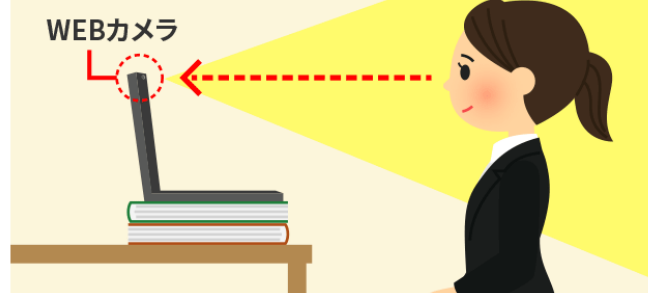
**Wear professional clothing and look presentable.
First impressions matter.**



**Be careful of your background.
Bright, clean background is best, no distractions!!**



視線はカメラに、
背筋を伸ばし正面を向く。



**Face the camera straight on, face visible. Shine light
from in front, NOT behind. Smile and articulate!**

DO NOT...

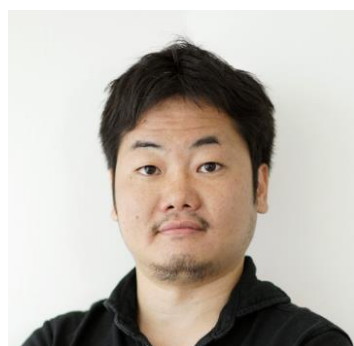
- ◆ Don't be late for students reporting time, even 1 min
- ◆ Don't be absent without any information. Let us know as soon as there is some issue
- ◆ Don't talk too much when Japanese companies ask you questions or request self introduction. Answer the question or describe yourself simply
- ◆ Don't cut in while someone is speaking during Group Discussion

Zenken Team

**We will support and follow up with you all.
Be confident. All the best !!**



Abhishek SN



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ZENKEN INDIA TEAM



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ZENKEN TOKYO TEAM