

Mock Interviews

Evaluation Form

Student's Name _____

Interviewer _____

| APPEARANCE | Excellent | Satisfactory | Needs Work |
|---------------|-----------|--------------|------------|
| Dress | | | |
| Grooming | | | |
| Body Language | | | |
| Eye Contact | | | |

Additional Comments:

| GENERAL PRESENTATION | Excellent | Satisfactory | Needs Work |
|---------------------------|-----------|--------------|------------|
| Handshake | | | |
| Poised/Professional | | | |
| Energetic/Enthusiastic | | | |
| No Distracting Mannerisms | | | |
| Confident | | | |

Additional Comments:

| ORAL EXPRESSION | Excellent | Satisfactory | Needs Work |
|--|-----------|--------------|------------|
| Rate of speech | | | |
| Volume | | | |
| Answered questions without rambling | | | |
| Provided enough details in responses | | | |
| Provided specific/relevant information | | | |
| Highlighted skills and strengths | | | |

Additional Comments:

| KNOWLEDGE | Excellent | Satisfactory | Needs Work |
|---------------------------|-----------|--------------|------------|
| Self Knowledge | | | |
| Knowledge of Field | | | |
| Knowledge of Job/Position | | | |
| Knowledge of Organization | | | |