

# VIDEO INTERVIEWING DOs & DON'Ts



**DO**  
Dress appropriately

**DO**  
Have a professional background



**DO**  
Test your audio and video and internet connection

**DO**  
Have an agenda



**DO**  
Think through any materials to share in advance

**DO**  
Be personable



**DO**  
Reschedule if your connection is poor

**DO**  
Send follow up/  
follow through



**DON'T**  
Take a call in a loud setting

**DON'T**  
Move the camera too much



**DON'T**  
Let anyone else in your spotlight

**DON'T**  
Turn off your video



**DON'T**  
Read off of your computer screen

**DON'T**  
Be afraid to ask the person to repeat themselves



**DON'T**  
Record the meeting

**DON'T**  
Let biases impact your decisions

