**Observer Role – Comment on the following:**

• Poise/posture/movement (hands, bouncing knee) • Confidence • Eye Contact

• Clarity: good annunciation/clear message • Pace: talk too fast/slow

Pauses: appropriate/umm’s/‘like’ or lack of pauses: and…and…and

• Did they answer the question? • Did they go off topic or emphasize the wrong things?

• What did they do well? • What suggestions do you have?

• Advice that will help them improve their interview skills!

|  |  |  |
| --- | --- | --- |
| **Observer: \_\_\_\_\_\_\_\_\_\_\_\_ Interviewer: \_\_\_\_\_\_\_\_\_\_\_\_\_ Feedback for Interviewee:\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | |
| Question | **Compliments** | **Suggestions** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
| 9 |  |  |
| 10 |  |  |

**Final comments and feedback:**  (From the observer and the interviewer)