

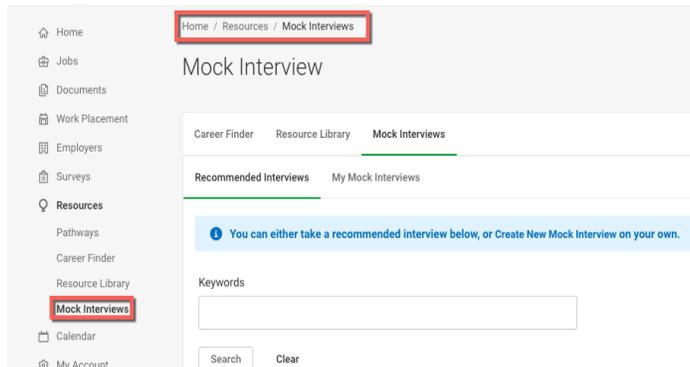
CareerConnect - Student Mock Interview Guide

Before you begin:

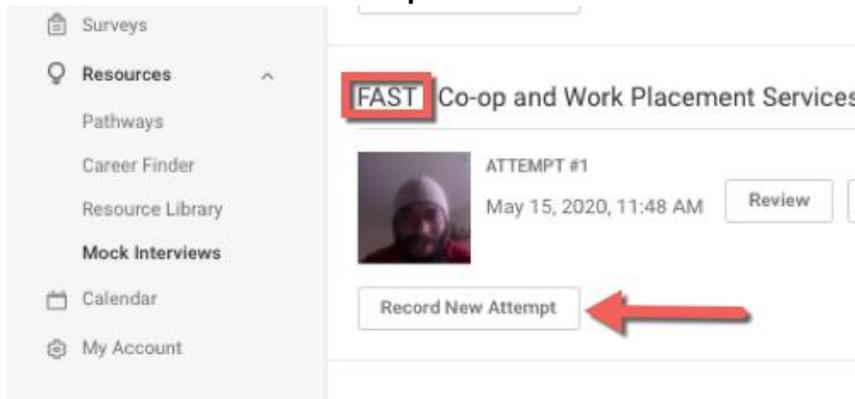
- Please restart your laptop before starting this initiative
- Make sure you are using Google Chrome Browser (updated)
- PC Device has an external or built in camera
- **Important note:** Mobile devices cannot be used for this exercise.

Log into CareerConnect. Go to the Mock Interview Module

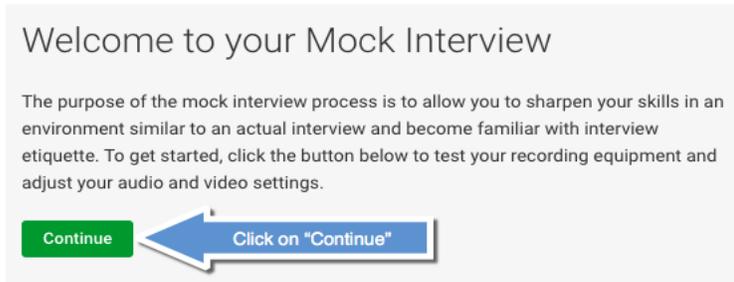
- Click on the hyperlink [Career Connect \(https://fast-humber-csm.symlicity.com\)](https://fast-humber-csm.symlicity.com)
- Go to “Resources” > Click on “Mock Interviews”



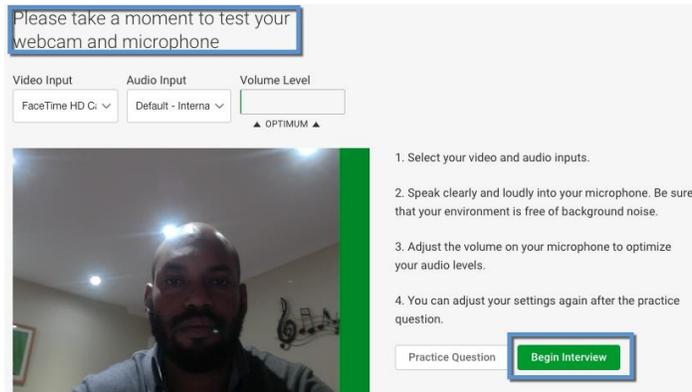
- Under “**Recommended Interviews**” go to the Mock Interview assigned by your Advisor
- Click on “**Record New Attempt**”



- You will be prompted to a “Welcome” page.
- Click “Continue”.



- Next, you will be taken to a different page where your PC camera will be tested.
- Then click on “Begin Interview”. (If the ‘Begin Interview’ isn’t highlighted and does not activate, please check your pop-up settings and ensure it is not blocked).



Some Tips Before you Begin....

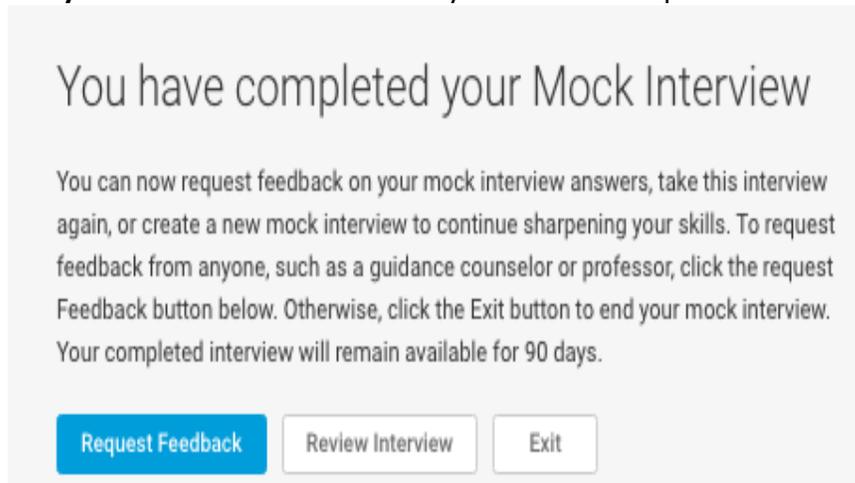
- You will have 3 minutes to answer each question.
- Once you begin the interview, you will not be able to pause or stop it.
- Be sure that your environment is free of any background noise.
- Remember to look into the camera and not at your screen.
- Speak clearly and loudly into you microphone.
- Relax and have fun.

Recording Your Responses

- Listen to the first question. Think about how you would like to respond. You have 30 seconds to form a response.
- Click on ‘Record Answer’. You have up to 3 minutes to record your response.
- Once you are done answering the question, click “Stop Recording”.
- You will move automatically to the next question.
- Repeat this process for each question in the module.

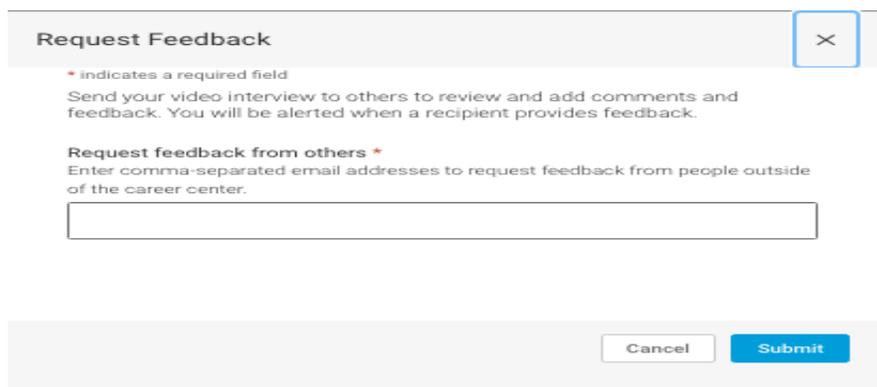
Requesting Feedback from Your Advisor

Once you are done answering all the questions, you will be taken to a page labeled “**You have completed your Mock Interview**” where you will have 3 options as shown below:



When the **Request Feedback box** appears

- Enter the email address of the Advisor you have been assigned to
- Click on “**Submit**”

A screenshot of a "Request Feedback" dialog box. The title bar says "Request Feedback" with a close button (X). Below the title bar, there is a note: "* indicates a required field" and "Send your video interview to others to review and add comments and feedback. You will be alerted when a recipient provides feedback." The main section is titled "Request feedback from others *" and contains the instruction "Enter comma-separated email addresses to request feedback from people outside of the career center." Below this is a text input field. At the bottom of the dialog box are two buttons: "Cancel" and "Submit".

Next Steps

Your Advisor will receive an email alert, indicating you have made a submission. Your Advisor will provide written feedback to you. Feedback will be sent to your **personal email** that you have set in your Preferences in MyHumber.

If you would like to watch the training video, please [click here](#).

If you cannot access the Mock Interview module, please email your Advisor assigned to your mock interview, or the Co-op and Work Placement Office at WorkAppliedTechnology@humber.ca