

Screencastify Instructions

Part I: Getting Screencastify

1. Visit the following link: <http://bit.ly/extension> (or visit the Chrome Web Store and search for "Screencastify") to add the extension. Also feel free to watch the [video](#) tutorial to assist with the process.
2. Once you have added the extension, click on it in the upper-right hand corner of your Chrome browser and follow the prompts on the screen to set it up. Make sure that you've allowed camera access (the prompts will show you how to do this).
3. Save your video in your Consumer Education folder on Google Drive using the following naming conventions: FirstInitialLastNameInterview (Ex: PKonopkaInterview).

Part II: Recording Yourself

Before you record:

Practice the 8 interview questions and the wildcard questions and consider the following aspects of a successful interview:

- Greeting/Introduction
- Professional/ Body Language
- Response
- Vocal Quality

Your entire interview should last approximately 10-15 minutes.

During the recording:

1. The interviewer will ask ALL 8 of the interview questions (in the order of his/her choosing). The candidate will respond using the information that he/she has prepared beforehand (no cheat sheet - from memory only).
2. The interviewer will choose 2 of the wildcard questions to ask. The candidate will answer these as best as possible.
3. For all of the interview questions, the candidate should keep in mind the aspects of successful interviewing.
4. Switch roles - the candidate becomes the interview, and vice versa.

After the recording:

- Be sure to share your recording via the Consumer Ed folder Google Drive -> Uploaded to Schoology
- Reflect on the interview (use the sheet provided)

- Interviewer will provide feedback to the interviewee. Identify ONE question that the interviewee did well on and ONE question that needs improvement.
 - Candidate will explain how they might have improved
- If there's time and if it's necessary, feel free to re-record.