



St Mary's  
University  
Twickenham  
London

We are delighted to invite you to an interview for your chosen degree at St Mary's University, Twickenham.

To support all potential incoming students, we have provided you with this pack which contains interview tips and advice.

### **Interview Protocol**

Your interview will be online via Zoom. The team interviewing you will send you a Zoom link with the date and time. Here are some technical support tips to ensure you are ready for your interview.

- 1. Check that you can access the technology.** Ensure the video platform is compatible with your device before your interview. You should be able to open the link from the invitation in a web browser, or in the respective app if you already have this.
- 2. Be on time.** Ensure that you are well prepared and join a few minutes before your scheduled interview time
- 3. Hear and be heard.** Make sure that you have the volume and microphone set properly so the interviewers can hear you and you can hear them
- 4. Dress appropriately.** Dress as you would for a face to face interview
- 5. Check your surroundings.** Ensure that whichever room you choose to interview from your home is clear from any distractions. You may choose to 'blur' your background on Zoom. To do this, go to the Zoom desktop app -> Video Settings -> Backgrounds and Filters. There you can choose the 'blur' background effect.
- 6. Please ensure you are not interrupted.** Notify the people you live with that you will be interviewing at a certain time and for them not to make any loud noises or to disrupt you whilst interviewing. If you can, place your pets somewhere they cannot disturb you.
- 7. Internet speeds.** If you have weak internet speed, try to ensure that the other internet users in your home have restricted or limited their internet use whilst you are interviewing. Heavy internet use can be watching YouTube videos, streaming television, playing online games, and browsing the internet using more than one tab. This will help ensure you do not lose your connection to the call.
- 8. Using Notes.** You may use notes but make sure that they are short reminders so that you can keep your focus on your interviewers, this avoids them looking at the top of your head whilst you read
- 9. Practice.** It's a good idea to practice with someone beforehand and get feedback on the environment, lighting, your posture and tone.