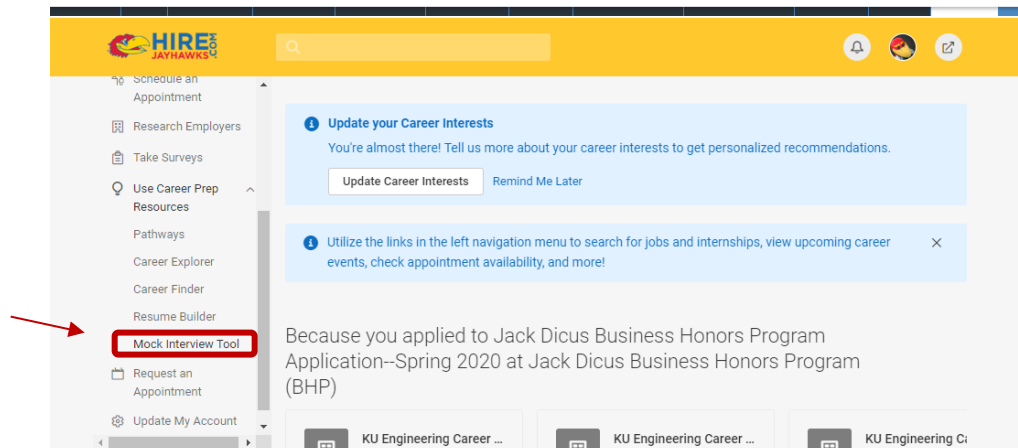
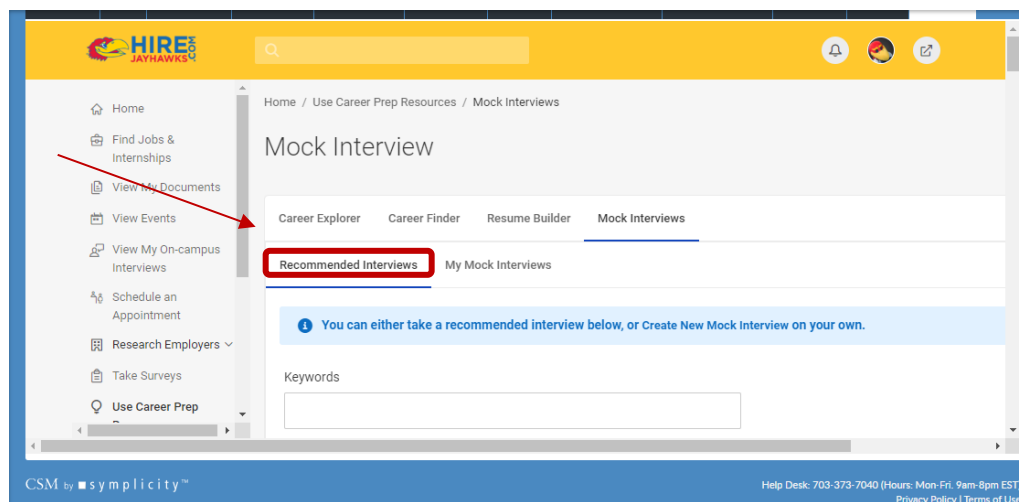


Mock Interview Instructions

1. Go to <https://ku-csm.symlicity.com/sso/students>.
2. Log in using your KU online ID and password.
3. If prompted to complete the “Student Registration” profile, complete the profile form.
4. Next, on the home page of HireJayhawks.com, click “Mock Interview Tool.” The Mock Interview Tool is located under the “Use Career Prep Resources” tab on the left column. Click on “Use Career Prep Resources” tab to reveal the “Mock Interview Tool” link. If you cannot see it, please email tracy.runck@ku.edu, and Tracy Runck can assist you.

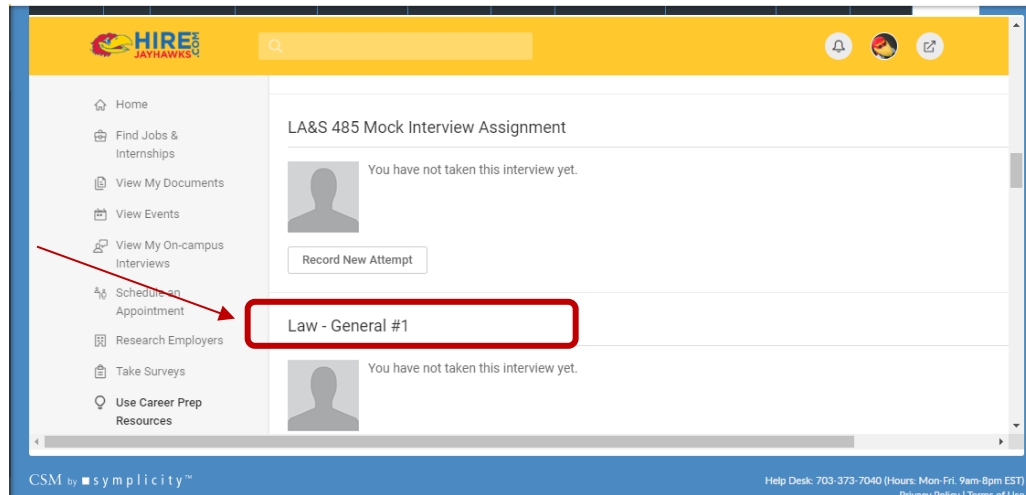


5. Make sure the “Recommended Interviews” tab is selected.

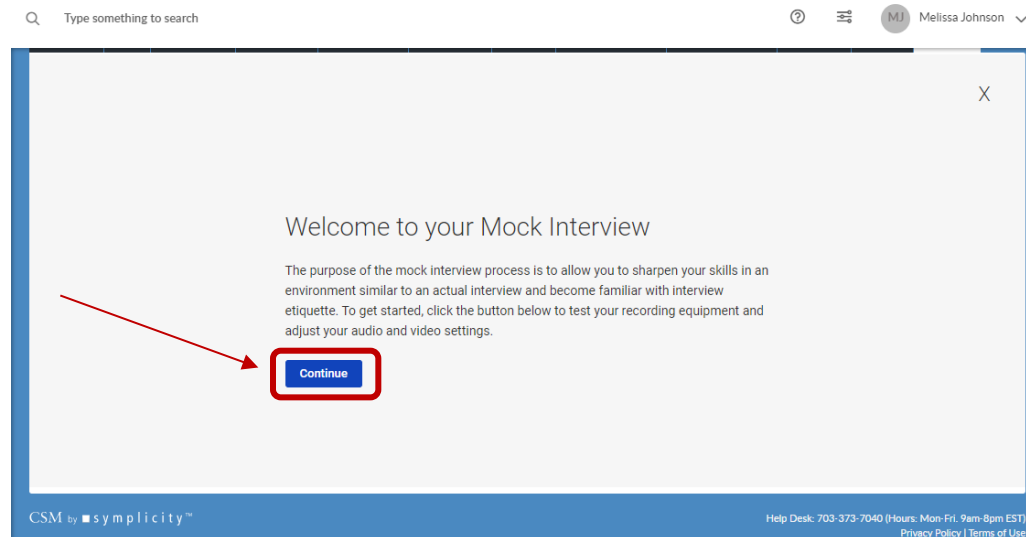


6. In the alphabetical list of recommended interviews, find a major or topic area that applies to your career interests (you may need to scroll through several pages).

Mock Interview Instructions

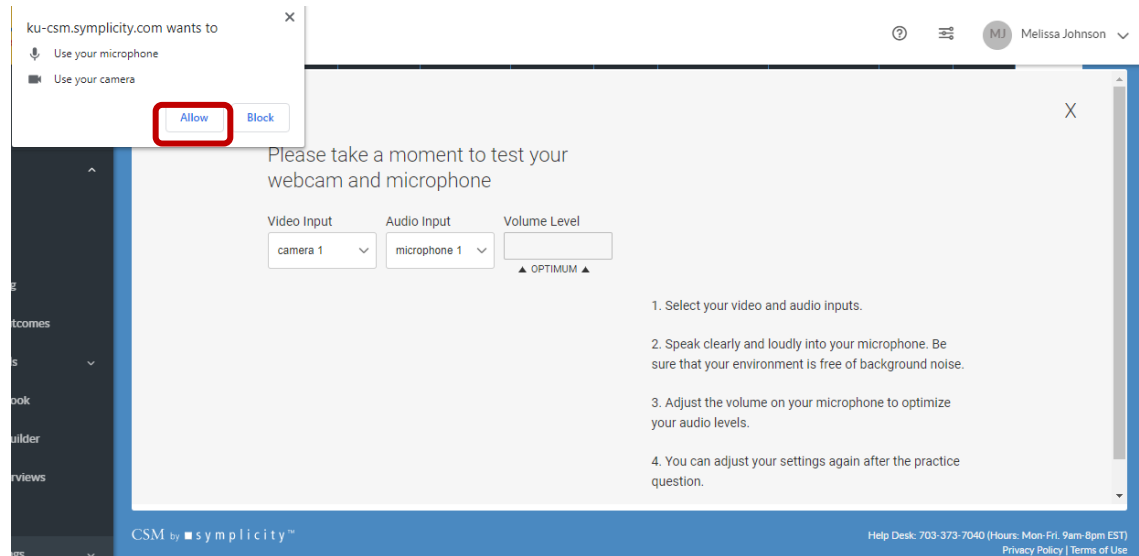


7. Next, click “Record New Attempt.”
8. Read through the information on the “Welcome to Your Mock Interview” screen, and click “Continue” to test your recording equipment and adjust your audio and video settings.

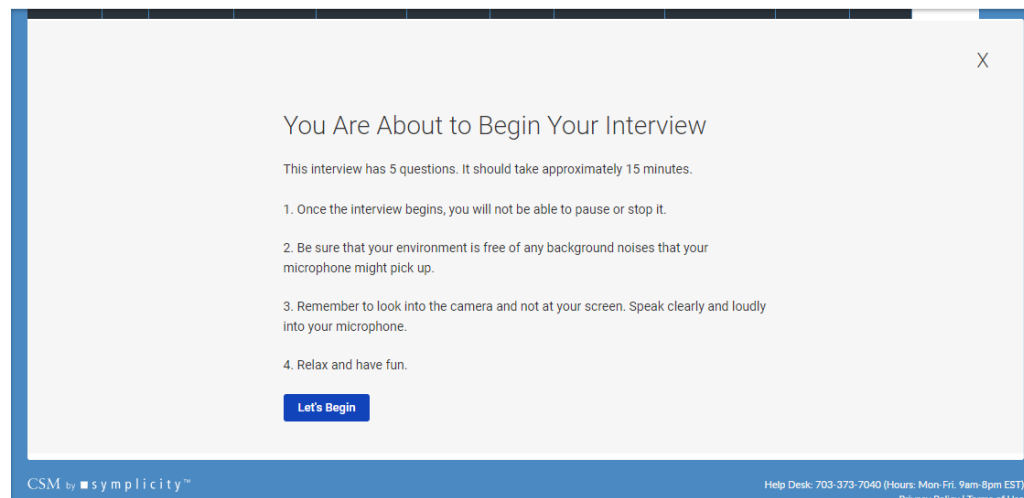


9. Follow the prompts on the screen to test your audio and video settings. If a box pops up that says “ku-csm.symplicity.com wants to use your microphone and camera,” click “Allow.”

Mock Interview Instructions

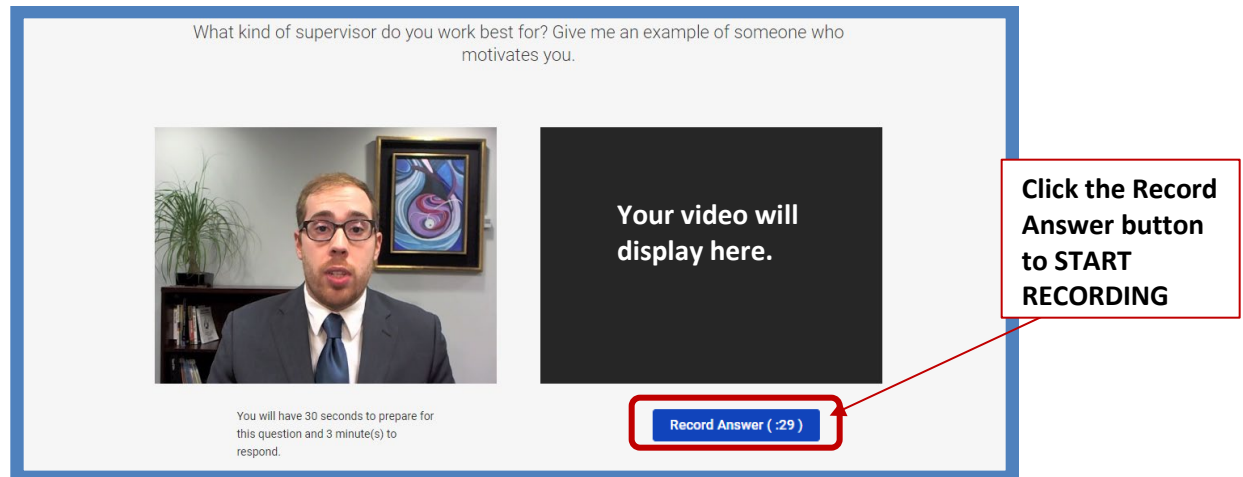


10. Once you have tested your settings, click “Begin Interview.”
11. Read the information on the “You are about to begin your interview” screen and click “Let’s Begin.”

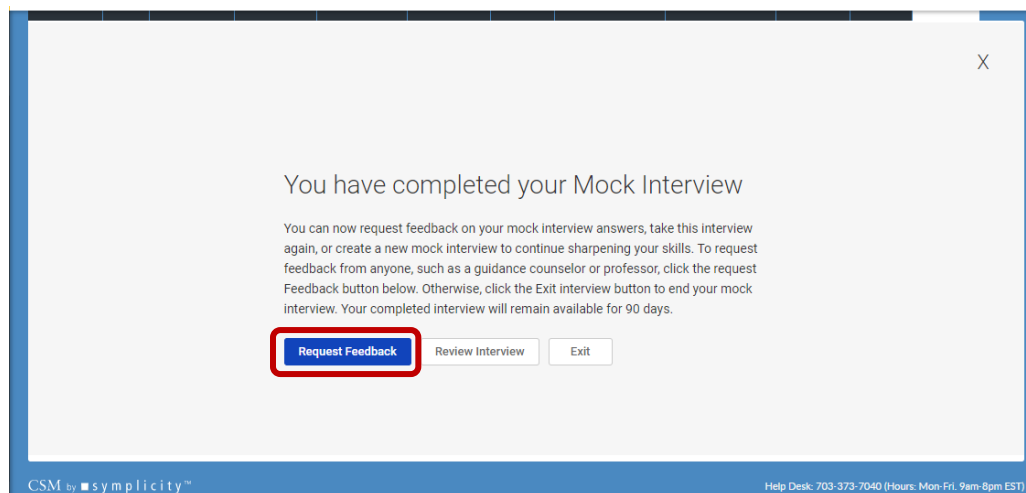


12. Once the interviewer has asked a question, you will have 30 seconds to prepare a response. You will see a 30 second count down on the Record Answer button. **When you are ready to respond click on the “Record Answer” button to record your response to the question.** When you are done answering, click “Stop Recording.” Each answer must be less than 3 minutes.

Mock Interview Instructions



13. After you are done responding the question, click "Stop Recording" and "Next Question."
14. Continue this process until you answer the final question. There are five questions in this mock interview.
15. After you answer the last question, the "You have completed your Mock Interview" screen will appear.
16. Click "Request Feedback."



17. On the next screen, you will be asked if you would like to "Request Feedback" – yes or no. If you would like to send a link of your Mock Interview submission to another person to review, enter their email address under Other Recipients.