



## **Interview Technique**

### Golden Rules:

1. Make eye contact.
2. Sit up straight.
3. Keep hands clasped in lap or on knees – don't fiddle!
4. Speak formally – do not use slang or abbreviations.
5. Dress smartly – make sure hair is neat and shoes are polished.
6. Think before you speak – try and avoid *'umming and ahning'*.
7. If you do not understand something then DO ask it to be repeated.

If you still do not understand something then DO say that you are confused. It is better than waffling about something completely erroneous!

8. Smile! Be positive and upbeat!
9. Use good vocabulary wherever possible.
10. At the end of the 'chat' or interview, DO stand up politely and be prepared to shake hands or say thank you (if appropriate) and open the door for the member of staff if they are following you out of the room.



Common questions:

1. What is your favourite/least favourite subject? Why?
2. What do you do in your spare time? Favourite hobbies?
3. What books are you reading/have you read recently? Tell me about them. Would you rather read a book or watch the film?
4. Do you read a newspaper or watch the news? Tell me what happened this week...
5. What is the best/worst thing about going to school?
6. Why do you want to come to this school?
7. Where do you live/where are you from? What is it like?
8. Tell me three good points about yourself. Any negative points?
9. What qualities do you think it is important for people to adhere to in a society/community like a school? Why?
10. Where do you see yourself in 10 years' time/20 years' time?

More difficult questions:

1. Do you believe in God? Why/why not?
2. Would you rather be rich or famous? Why?
3. Will there be more time in the future than in the past?



Extra questions:

1. What is the name of the Prime Minister?
2. Where does the PM live?
3. Who lives next door to her?
4. What is the biggest ocean in the world?
5. What is the second biggest?
6. What is the largest desert in the world?
7. Which continent is it in?
8. How many continents are there?
9. Can you name them?
10. What is the capital of England, Scotland, Wales, Ireland, Northern Ireland, France, Spain, Germany...
11. Which is longer – a mile or a kilometre?
12. Which is heavier – a ton of gold or a ton of feathers?
13. How many minutes in an hour?
14. How many hours in a day?
15. How many weeks in a year?
16. What is a leap year?
17. How often do leap years occur?



Intermediate Questions:

1. Do you have any pets? What advantages are there of growing up with pets in the house? What disadvantages might there be?
2. What might you find different in a Senior School from a Prep School and why?
3. What might your friends or teachers say are your best qualities and why?
4. What is the Kingswood House Way?
5. Why is it important for people to take regular exercise?
6. What do you want to do when you are a grown up? Why?
7. What do you picture when I say the following colours:  
Blue, Red, Green, White, Black, Purple, Gold

Other difficult or topical questions:

1. What qualities do you look for in a friend?
2. What does it mean to be a good neighbour?
3. What is Remembrance?
4. What is Advent?
5. What does the idiom, “Every cloud has a silver lining” mean?