

### Objective

Students will determine guidelines in preparation for an interview.

### Process

Through class or small group discussions, students may list guidelines for an interview. The instructor may add missing items to the list.

Outline and describe the three stages of an interview-the greeting, the exchange, and the parting. Connect the stage of the interview with each of the guidelines discussed and show how they will be used.

### Assessment

Students may document this discussion and complete an organized list showing the three stages and the guidelines associated with each and hand this in to the teacher.

Students might utilize the Theatre Log and make entries in a section dealing specifically with résumé and interview.

Students may be assigned partners and make presentations while role playing the guidelines.