

## Video Interview Tips for Candidates

### Technical tips:

- **Don't have a webcam or computer with video recording capabilities?** Download Spark Hire's mobile app for your one-way interview.
- The **Spark Hire software** will have a walk-through of setting up your webcam, mic, and recording a practice video. Allow yourself time to get setup and comfortable with the software before you begin your video interview.
- **Having technical difficulties?** If you need any help with the video interview process, you may contact the Spark Hire Support Team for technical support at [support@sparkhire.com](mailto:support@sparkhire.com). Technical support is available 24/7 to interview candidates. You can also use the Chat with Tech Support feature on your computer.
- Additional information can be in the **Interview Preparation** box on the home screen.

### Before your video interview:

- **Set up your recording space.** Find a quiet, clean, and professional-looking area where no one else is around to record your video interview. To avoid looking like a faceless shadow, be sure to have any light facing you and not shining from behind you. It's also important that you position yourself in the center of the webcam.
- **Test your webcam and microphone.** If you are using a computer to complete your one-way, make sure to verify the microphone you are using before recording. Additionally, you should always play back your first recorded answer to make certain that your audio and webcam are working properly. If you don't see yourself on the screen when recording, that means your webcam isn't properly connected or verified.

### **IMPORTANT!! Tutorial & Practice Video:**

- We strongly suggest you watch the **One-Way Interview Tutorial Video**. It provides great information about this video interviewing process.
  - Keep in mind, the information given in the tutorial regarding "Think Time", "Takes", and "Time Limit" are just examples!
  - During your actual interview questions, there will be a "Time Limit" for your answers. However, you will be allowed unlimited "Think Time" and "Takes".
- We also suggest you do the **Practice Video**. This will help you get even more familiar with how your one-way video interview will work.



And don't forget to click on the **RECORD BUTTON**



- You will be able to review your recorded answer before submitting them. **HOWEVER, once you have moved on to the next question, you CANNOT go back and review a previous answer!**

- If for any reason you need to stop in the middle of your video interview and return later to finish (for example, answer question 1 today and the remaining questions tomorrow), you can do so as long as you complete the interview before the deadline mentioned in the email.

**And one final tip! Do not wait** until the final day to start this process. You may run into difficulties and need some technical support.