ADEA AADSAS® (ADEA ASSOCIATED AMERICAN DENTAL SCHOOL APPLICATION SERVICE)

VIRTUAL DENTAL SCHOOL INTERVIEWS DOS AND DON'TS



to a dental school interview!

Many interviews will take place virtually. Now's a good time to brush up on how to conduct yourself online and after an interview.



DOS BEFORE VIRTUAL INTERVIEWS

- ☑ BE PREPARED, PROMPT AND SEATED in front of your webcam 15 minutes before the interview is scheduled.
- ☑ LEARN the dental school's mission.
- ✓ FIND A QUIET PLACE where you will have privacy without any distractions.
- ☑ SIT IN A CLEAN, WELL-LIT ROOM where you can be clearly seen. Choose an area with a neutral background.
- ☑ READ THE INTERVIEW INVITATION to prepare for the right type of interview: group, one-on-one, MMI.
- ☑ DO RESEARCH so as to not ask for information easily found on the school's website.
- ☑ CHECK YOUR EQUIPMENT. Use a device that has a secure connection and stable camera

- ✓ If you plan to use a virtual background, BE PROFESSIONAL with your selection and test it early. Change your screen name to your first and last name.
- ☑ Ensure that you PAY ATTENTION TO THE TIME ZONE the interview is scheduled in.
- ☑ Get a GOOD NIGHT SLEEP the night before your interview.
- ☑ SHARE YOUR INTERVIEW SCHEDULE with others to avoid WiFi issues
- ☑ SCHEDULE A RECORDED MOCK **INTERVIEW** session with your school's career center to receive feedback on your body language.

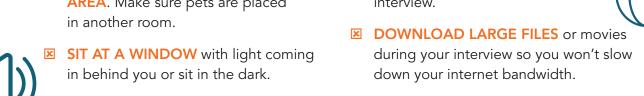




DON'TS BEFORE VIRTUAL INTERVIEWS

- WAIT UNTIL THE LAST MINUTE to get ready or double book yourself.
- SIT IN A BUSY, NOISY COMMON AREA. Make sure pets are placed in another room.
- Expect the school to **SOLVE YOUR TECHNICAL ISSUES.**
- WAIT UNTIL THE LAST MINUTE to decide on your background.

- Wait to the last minute to learn the **DENTAL SCHOOL'S TIME ZONE.**
- STAY UP LATE preparing for your interview.
- Assume you will interview well online WITHOUT PRACTICING.



DOS **DURING** VIRTUAL INTERVIEWS



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- Make sure that your CELL PHONE IS TURNED OFF or on silent.
- DRESS PROFESSIONALLY from head to toe, focusing on dark or soft colors and shades.
- Sit up straight in the center of the frame and make eye contact with the webcam. BE CALM AND RELAX.
 Speak slowly and clearly.
- ☑ Be genuine, be honest and SMILE.

- ☑ Treat a VIDEO INTERVIEW just like an in-person interview.
- ☑ BE PREPARED to show your ID on camera, if asked.
- LISTEN CAREFULLY to questions and take your time before answering.
- ☑ Have prepared QUESTIONS.







DON'TS **DURING** VIRTUAL INTERVIEWS

- Have **ELECTRONIC DISTRACTIONS** in the room.
- DRESS CASUALLY in a t-shirt and jeans.
- Slouch or sit sideways of the webcam and have TOO MANY CAFFEINATED DRINKS that will make you jittery.
- SAY WHAT YOU THINK the committee members want to hear.
- DISMISS those not officially interviewing you, especially IT staff.

- Provide information or documentation other than WHAT IS REQUESTED.
- Listen to questions and RUSH OR JUMBLE your answers.
- **TAKE OVER** the interview by responding with lengthy answers.
- MAKE AVOIDABLE NOISES like cell phone or computer dings and typing on a keyboard.



DOS AFTER VIRTUAL INTERVIEWS



- ☑ Send a THANK YOU EMAIL.
- ☑ REACH OUT if you have not heard from admissions representatives in two weeks.
- ☑ PRACTICE PATIENCE as you understand the admission process.

- ☑ If you promised to follow-up with an answer, **DO IT**.
- Always BE HUMBLE, COURTEOUS AND POLITE during your communications.



DON'TS **AFTER** VIRTUAL INTERVIEWS

- Have GRAMMATICAL ERRORS OR MISSPELLED NAMES in your email.
- Have alumni, senators, etc., CONTACTING THE DENTAL SCHOOL on your behalf.
- Contact the dental schools TOO OFTEN.

- MAKE EXCUSES why you have not followed-up with a response.
- SPEAK BAD ABOUT THE DENTAL SCHOOL on social media, to friends or in another school interview.

