

# **S.T.A.R. GUIDE TO INTERVIEWING**

## **INTERVIEWING > TYPES OF INTERVIEWS**

Think about interviews as telling your professional story in a concise and compelling manner. In order to do so effectively, you need to organize your stories with a clear beginning, middle, and end so that you are able to tell them in 2-3 minutes. This is where the S.T.A.R. method can be utilized to respond to any behavioral interview question—see our Behavioral Interview Questions document for sample questions.

### **SITUATION**

Describe the situation that you were in and the context of the story (who, what where, when and how).

### **TASK**

Describe the task that you needed to accomplish. The situation can be from a current or previous job, from volunteer work, school project or any relevant event. Highlight any challenges like deadlines or cost constraints.

### **ACTION**

Describe the actions you took but be sure to talk about what YOU specifically did, even if it was a team project. Do not talk about your general approach; rather talk about what you did in a specific event.

### **RESULT**

What was the Result? How did you impact the business or organization? How did it end? How did it benefit others? What did you accomplish? What did you learn? What happened?

### **ANTICIPATE & PRACTICE**

Before your interview, review the job description to prepare for interview question themes on both technical knowledge and personal dimensions—the skills and qualities the employer is looking for in successful candidates. Organize your stories around these themes and practice, practice, practice telling them using the S.T.A.R. method. Videotape yourself answer questions, have a roommate or peer critique you, and come in for a mock interview with one of our career coaches.