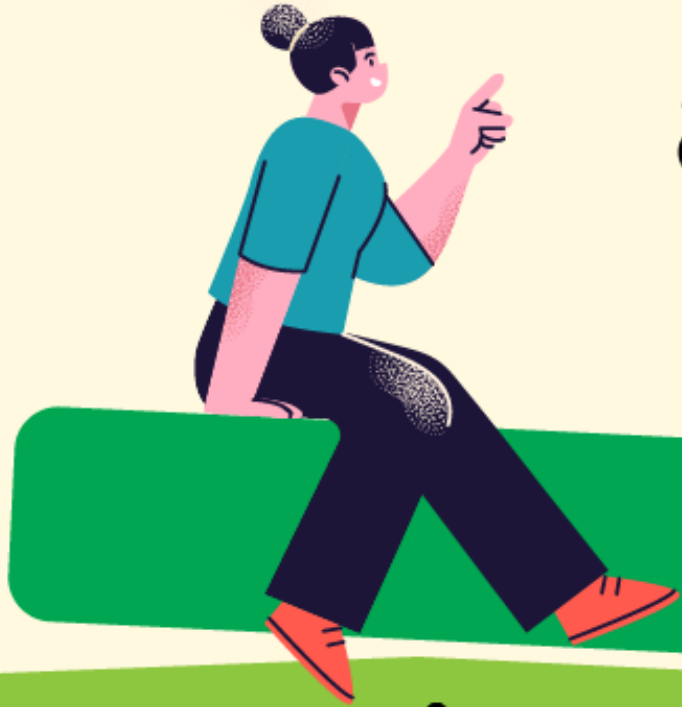


# Step Two: “Tell me about yourself.”



**Tuesday, August 2**

**1 – 2:30 p.m.**

**Success Steps for  
Interviewing**



**CAREER CENTER**

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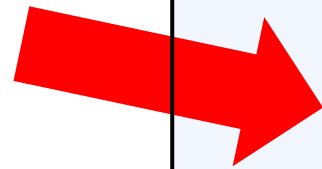
# Today's Agenda

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- Review of Big Interview account
- Answering questions in a positive manner
- What are general interview questions (and how do you answer them)?
- “Tell Me About Yourself.” Question Review and Breakout Activity
- Continue practicing!

# Create Your Account on Big Interview!

Questions or  
comments?



**My Dashboard** Learn Practice My Videos Assignments Analytics Back to Admin Lauren

**New Feature**

Have you tested our new AI Feedback tool?

Now you can get immediate feedback on your interview answers and delivery - from eye contact to filler words to vocabulary and more.

[Try AI Feedback](#)

You're one step closer to earning your certificate!

Finish tracks and get rewarded.

[Earn Certificate](#)

**In Progress**

**LEARN: MASTERY TRACK**

**Making The Most Of Big Interview**

Start the next lesson on your learning track to ace your next interview.

[Continue](#)

**PRACTICE**

**Demo Test**

Practice answering the common questions likely to come up in your interviews.

[Continue](#)

**Question Library**

Looking for help with specific questions?

Search our huge database of common interview questions -- complete with tips and sample answers.

[Start Now](#)

**Latest AI Feedback** [View All](#)

**Tell me about yourself.**

Demo Test

Recorded on Feb 1, 2021

**Answer Builder**

**Build your perfect answer**

Our STAR tool will help you create great interview stories for behavioral questions.

[Build Answer](#)

Let's discuss how to  
make a great  
impression  
through **positive  
language!**





# What is positive language?

---

Think of this fact: it's not about what you say, but about how you say it!

- It is the professional use of words that conveys tone and enables the listener to engage in a responsive manner
- Conveys affirmative messages (what to do versus what not to do) to instill a positive mindset

WORDS

HAVE

POWER

# What is positive language?

---

## Identify what is Negative or Positive Language:

1. Tells the recipient what not to do.
2. It can sound like blaming, shaming, or judging.
3. Provides the recipient with choices and alternative paths.
4. It's proactive.
5. It's passive.
6. It's helpful, kind, reassuring, supportive, empathetic.
7. It's reactive.

# Answer Questions in a Positive Manner!

**1**

---

Be truthful  
but always  
avoid  
negativity

**2**

---

Never talk  
badly about  
coworkers or  
supervisors

**3**

---

Use  
diplomatic  
language

**4**

---

Show how  
you created  
positive  
change

**5**

---

Be mindful of  
your  
nonverbal  
communication

# Diplomatic Language Samples

---

## *Negative Language*

---

No one was on the same page.



I had to do everything myself.



It was a bad experience.



I didn't like my supervisor's managing style.



I'm leaving my job because I can't stand working there anymore.



## *Positive Language*

---

There were a diversity of opinions.

I took a leadership role to help complete the project.

It was a great learning experience.

I learned a lot about how to be a good leader from my previous supervisor.

In order to professionally develop in my career, I'm seeking new opportunities.





## Did you know?

General style questions are the most common type of questions to start an interview.

So, let's talk about general interview questions...

**General**

# Interview Question Types

- ❖ **General interview questions** are broad type questions that can assess for a variety of knowledge about the interviewee

**#1**

---

**How do you handle stress or pressure?**

**What are your goals for the future?**

**#2**

---

**Tell me about yourself.**

**What makes you unique?**

**#3**

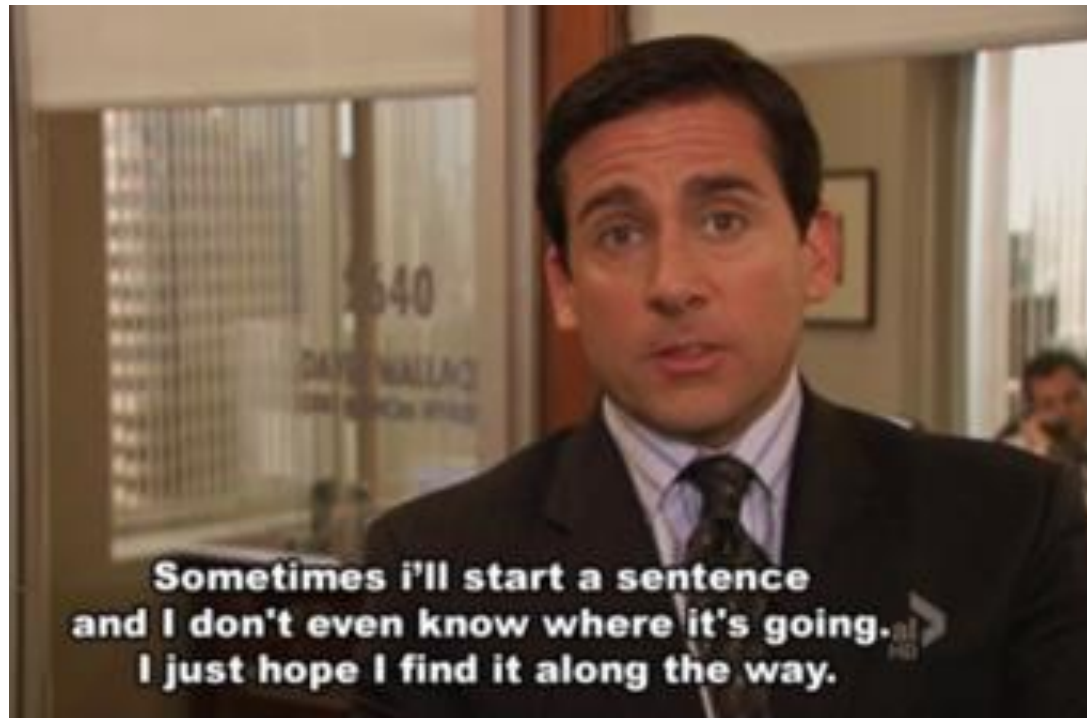
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**Why do you want to work here?**

**Why should we hire you?**

# It's not always easy but...

Focus on relevant information and experiences to the employer



Focus on your strengths, values, skills and accomplishments!





How should I  
answer general  
interview  
questions?

---

# Answering General Questions using the MSR Method

---

## Main idea

Briefly state the main point you're trying to make

**What is one  
of your strengths?**

## Supporting evidence

Support the main idea with evidence. How can you prove the main idea is true?

**What is one  
of your weaknesses?**

## Restate main idea

Close the loop by restating the main idea so it's all tied together

# Strategies for Answering General Questions

**1**

---

Be concise  
& do not  
ramble

**2**

---

Rehearse  
your  
responses

**3**

---

Incorporate  
the needs of  
the employer  
in your  
answers

**4**

---

Always offer  
positive  
information


**5**

---

Show how  
challenges  
were learning  
experiences

# “Tell Me About Yourself.” on Big Interview!

**Tell Me About Yourself**  
Lesson by: Pamela Skillings



**Fast Track** 0%

- 1 Interview Fundamentals
- 2 Acing Common Questions
- ▶ Tell Me About Yourself** 09:24
- Quiz 5 Questions
- Practice Answer 1 question
- ▶ Why Do You Want To Work Here? 05:29
- Quiz 4 Questions
- Practice Answer 1 question
- ▶ Behavioral Questions 11:48
- Quiz

**Review the video resource to improve preparing for this question.**

**Brainstorm  
Activity**

# “Tell Me About Yourself.”

## Answering General Questions | Breakout Room Activity

You are interviewing for a job at a company you really want to work at. The interviewers begin the interview by introducing themselves, then one of them asks:

*“Now that we have our introductions out of the way, please tell us more about yourself.”*

How do you respond?

**Use the worksheet and provided job description to build your answer response:**

### “Tell Me About Yourself.” Answering General Questions | M.S.R. Activity

**Part 1:**

Position Description	
Company Website	



# LinkedIn Learning Courses

**Available in your MyCalStateLA portal!**

- As an example, search “most common interview questions”

Tell me about yourself



## Tell me about yourself

From the course: Job Interviewing for Leaders and Managers



**Sarah Johnston**

Interview Coach, Executive Resume Coach, Career Coach

[Watch full course](#)

Learn how to prepare for an executive interview, from conducting pre-interview preparation, to acing the interview, and leaving a lasting impression.

# REVIEW

# Practicing on Big Interview

## MOCK INTERVIEW QUESTION | VIDEO ASSIGNMENT

- ❑ Complete the video lesson on from Slide 17 on Acing Common Questions, "Tell me About Yourself."
- ❑ Using assignment code **24b5bb**, practice and record yourself answering "Tell Me About Yourself."
- ❑ Review the A.I. feedback to assess your video's analytics.
- ❑ Optional: [schedule an individual career advising appointment or drop in during a group session](#) to review your results!

