**INTERVIEW SCORE SHEET**

**(20 pts.) ENG 311 / 2017-2018 SPRING**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section:** \_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Organization and Content** | **Comments** | **Excellent** | **Good** | **Average** | **Below Average** | **Poor** |
| • relevant and satisfactory answers, and/or relevant questions |  | 2 | 1,5 | 1 | 0.5 | 0 |
| **•** specific examples of appropriate length when talking about experiences, personality traits, and knowledge |  | 4 | 3 | 2 | 1 | 0 |
| • coherent, unified and cohesive answers |  | 2 | 1.5 | 1 | 0.5 | 0 |
| •self-awareness in relation to personal characteristics and career pursuits |  | 3 | 2.  25 | 1.5 | 0.  75 | 0 |
| **Speaking and**  **Communication Skills** |  | | | | | |
| • strong presense  (is prepared and has obviously rehearsed; looks professional |  | 1 | 0.  75 | 0.5 | 0.  25 | 0 |
| • effective voice and clear speaking (pronunciation, intonation and right volume |  | 1 | 0.  75 | 0.5 | 0.  25 | 0 |
| • competence and fluency in English (vocabulary and grammar |  | 4 | 3 | 2 | 1 | 0 |
| • presentability, proper eye contact with the interviewer, use of appropriate body language and gestures |  | 2 | 1.5 | 1 | 0.5 | 0 |
| • appropriate attitude and manners (politeness, greeting, shaking hands, taking the seat (etc) |  | 1 | 0.  75 | 0.5 | 0.  25 | 0 |
| TOTAL | **…….……./ 20** | | | | | |

Overall Comments: