**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: