

## **“How to Prepare for an Interview”**

*True leadership lies in guiding others to success. In ensuring that everyone is performing at their best, doing the work they pledged to do and doing it well.”*

*-Bill Owens*

B.Ed final year students are at threshold to work and serve the school for which they get selected. So, to guide them about interview skills, an extension lecture on the topic “How to prepare for an interview” was conducted in Gitarattan Institute of Advanced Studies & Training (GIAST), Rohini under the guidance of Principal, Prof. Sonia Jindal, in which all the students and several Staff members of GIAST participated.

It was an immense pleasure to get knowledge from Dr. S.K. Bhatia about the topic and he shared his experiences also. It was an interactive session where the speaker shared the different aspects of the topic.

**Points discussed in details are as follows:**

- Student-teachers should target CTET or STET to earn their eligibility
- To apply for different posts as PRT and TGT at school level. These tests cover subjects, like Hindi, English, Reasoning, Quantitative aptitude and Pedagogy. Students should have a good command of school, graduation and/or post-graduation subjects to get through these tests.
- While filling recruitment forms of different organizations, Students should be aware of providing correct educational qualifications (from recent to past), given references should be appropriate and other details should be accurate and authentic.
- During the interview, candidates should not be overconfident. Confidence is necessary but overconfidence may prove an obstruction in their selection. They should pass the question if they don't have knowledge of it.
- Self-introduction should be given in an appropriate manner where they should start by telling their name, qualifications, experiences (from latest to older), achievements and family background.

- Before attending an interview, students should have awareness of the subject specific syllabus. Apart from it, they should know the weightage of each topic, domains of learning, and appropriate methods of teaching so that they can tackle questions easily.
- Candidates should also be acquainted with current affairs and General knowledge topics.
- While giving an interview, students should take care of their Dressing sense and salutation. They should maintain proper eye contact with all panel members.

All these tips and topics were discussed in detail and it was also fruitful for students. It was very interactive session. Students asked a variety of questions and were satisfied with the answers received from the speaker.