

- TIP 1**  **RESEARCH THE COMPANY BEFOREHAND**
Prescreen interviews are often very short with only a few questions about your interest in the company. This means that you can really set yourself apart from the competition by inserting info about the company into your answers. When asked why you want to work there, include specific details to show you've done your research.
- TIP 2**  **BE BRIEF BUT INFORMATIVE**
It's a good bet that your interviewer is going to ask you to talk about your experience and qualifications. Use this time to go over your career highlights, but don't delve into too much detail on each position. They want to know that you're familiar with industry tools and terms but avoid taking up too much time on any one answer.
- TIP 3**  **BE FRIENDLY**
The interview may be short in nature, but it's still an opportunity to let your personality shine! Feel free to open up a dialogue with your interviewer and insert a bit of levity to the conversation if that's your thing.
- TIP 4**  **DON'T BE OVERLY TERSE IN YOUR RESPONSES**
We often have the habit of being too concise in our responses if we know we're working with a limited amount of time. Even though this is a prescreen, you should still elaborate on your answers. One-word answers are usually not sufficient and should be supported with additional info about your skill set or the company you are interviewing with.
- TIP 5**  **SIT DOWN AND SMILE**
Studies show that you sound more professional and put together if put yourself in a familiar interview situation. You should still dress for the interview and sit at a desk with a pen and paper for any questions. Make sure you smile throughout the conversation. They may not be able to see it, but these details will do wonders for your overall presentation.
- TIP 6**  **BE IN AN APPROPRIATE ENVIRONMENT**
Every once in a while, a prescreen call will catch you off guard if it wasn't previously planned. If a potential employer calls and you aren't able to talk, it's perfectly acceptable to tell them this and schedule for a later time. There is nothing worse than attempting to take an interview call while walking down the street or driving.