EIW Updates: 11.2.2020

Mock Interviews, Video Interviewing & Updates

And just like that, it's November. We know this moment in the semester always feels tough, and all the more so this year. Do what you can this week. Skim the below, take what you need, come back later for the rest. For easy reference you can find each of these emails posted on the EIW Student Site.

To help you prioritize your time, each week we will first cover the three most important things, then cover some important advice from the counseling team, and finally address some important other logistics or reminders.

Keeping the Main Thing, the Main Thing

1. Mock Interviews: Three firms will be holding virtual mock interviews through OCP this month (details below). Mock interviews will take place using the same video interviewing platform we’re using for EIW. Interested students can sign-up for the mock-interviews via Symplicity (Info Sessions > Keyword search mock interview).

   - Milbank: Wednesday and Thursday this week; there’s still availability. Please sign-up today by 11:59 p.m. ET via Symplicity (Info Sessions > Keyword search mock interview).
   - Katten will be November 19 - 20; register via Symplicity (Info Sessions > Keyword search mock interview).
   - Simpson Thatcher on November 23; registration will be available soon.

2. Video Interviewing: All EIW screening interviews will be managed through a software platform Flo Recruit. We’ll send a separate communication prior to EIW with Flo Recruit instructions and reminders. For now, check out the Flo Recruit student guide for navigating virtual OCI. This guide is available on the EIW Student Site under Virtual Interviewing and Resources.

3. Firm updates to Interview Slots by Employer: Goodwin and Willkie Farr both registered for EIW last week. The Google Sheet has been updated to reflect the update. As we have notable updates to share, we’ll be sure to communicate those to you.

Counselors' Corner: Interviews in Focus

Mock Interviews
Are they worth it? YES. In planning for EIW, you should definitely invest time preparing for your interviews. The strength of your interview skills can be as determinative of your success in the process as any other factor (including grades). And while research and thoughtful preparation are good, nothing replicates the experience of a mock interview, during which you can practice answering questions and explaining your narrative. For that reason, we recommend that every student do at least one mock interview with OCP. In preparing for your mock interview, you may want to review a list of sample interview questions and/or the OCP Guide to Interviewing.

Video Interviewing Best Practices

Hopefully, by this point attending classes virtually has gotten you comfortable with the video chat format, and virtual interviewing won’t feel too strange. However, interviewing for a job (particularly a job in Biglaw) does require a different level of formality in the medium than you may be used to from attending class or other appointments on Zoom. With that in mind, here are some things to bear in mind as you approach interviewing in the coming months. We can give you feedback on your setup and soft skills in mock interviews.

Prepare to interview in a well-lit, quiet space.

- To the best of your ability, ensure that your interview space will not be interrupted. Remind others in your household about your interviews on the morning of or the night before your interviews. Locking the door to your interview room or placing a note on the door of the room may also be helpful.
- Make sure that your background is neutral, tidy, and not distracting to the interviewer. Expect that your interviewers will be drawing inferences about you from whatever they can see in your living space, and curate accordingly.
- Try to avoid virtual backgrounds if at all possible, since they can be unrealistic, glitchy, and distracting—remember you want the focus to be on you, not the background.
- Lighting that is too bright or dark may also distract your interviewer. If possible, sit down in your interview location in advance and see what lighting will work best for you. If you wear glasses, remember to think about the glare from your lens.

Hardware setup and testing

- OCP will provide links to test out FloRecruit (the software platform to be used for all EIW screening interviews). We recommend you test the platform before January 12. There are no plugins you will need to download, but it does work better on Chrome.
- You likely are familiar with your webcam, audio, and internet speed from day-to-day life. However, if you are changing your location or equipment for any of your interviews, make sure you build in time to test your setup before the interview starts.
- Earbuds or headphones are both fine. Do not feel pressured to change to different equipment if what you have is working well for you already.
- Use a laptop or desktop with a webcam that you should place on a table in front of you (not on your lap). We do not recommend using a tablet or smartphone.
- Position the camera so that you are looking up and centered on the screen. Make sure you have a comfortable distance between yourself and the screen so that you can look straight ahead and do not fill the entire frame.
- Close any web browser tabs and applications that you do not need for the interview. Keeping them open can slow down your device.

“Soft” skills

- Try to maintain eye contact to help build the connection between you and the interviewer. One way to do this is to place the window where your interviewer will appear in the center of your screen and as close to the camera as possible. That way, when you look at them on your screen, it will roughly simulate making eye contact. If you cannot make virtual eye contact while looking at the interviewer’s face, you should look at the interviewer’s face rather than the camera. Again, it is important that you are able to react to non-verbal cues.
- Throughout the interview, display positive energy and keep your mood upbeat. One way to achieve this is to sit up in your chair and lean slightly forward. Remember to not only have good eye contact when answering questions but to smile when appropriate. Make sure you convey enthusiasm when discussing the things you’re passionate about.

Day of Interview:

- Dress in a full well-fitting business suit, and groom yourself neatly, just like you would for an in-person interview. (Most employers will not see your bottom half, but it is best to wear professional attire, just in case you need to stand up for any reason.)
- The interview may run longer than expected or you may have consecutive interviews, so be sure to have a bottle of water handy.
Before the interview starts, ask the interviewer for a phone number where you can reach them if you experience technical issues. If the interviewing platform stops working, call them at their number to continue the interview.

Last but certainly not least, know that bringing the best, authentically professional version of yourself is enough. When you embrace your professional story, experiences, and skills, you will interview more confidently and increase the chances of a good job fit.

- Private Sector Counseling Team

Reminders

- **Bidding is now open in Symplicity.** Please reference the EIW Student Site for bidding resources and how-to videos.

As a reminder, if you miss an email in this series, a PDF of each week’s update can be found in the Archive section of the EIW Student Site.

Questions? As always, please email us at lawcareers@umich.edu.

Have a great week!

**Shannon Delecki**  
Manager of Recruitment Programs  
University of Michigan Law School  
1100 Jeffries Hall, 701 S. State St.  
Ann Arbor, MI 48109  
Phone: 734.764.0546
Latham & Watkins (San Diego, CA)
START DATE/TIME: Nov 06, 2020, 1:00 PM
END DATE/TIME: Nov 06, 2020, 2:00 PM
LOCATION: Via online Video Conferencing

Crowell & Moring (Washington, DC)
START DATE/TIME: Nov 06, 2020, 3:00 PM
END DATE/TIME: Nov 06, 2020, 4:00 PM
LOCATION: Via online Video Conferencing

Holland & Hart (Denver, CO)
START DATE/TIME: Nov 10, 2020, 5:00 PM
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LOCATION: Via online Video Conferencing

Paul Hastings (Los Angeles, CA)
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LOCATION: Via online Video Conferencing

Winston & Strawn (Chicago, IL)
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LOCATION: Via online Video Conferencing

Kirkland & Ellis (San Francisco, CA)
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LOCATION: Via ZOOM video conference

McDermott Will & Emery (Chicago, IL)
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LOCATION: Via ZOOM video conference

Vedder Price (Chicago, IL)
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END DATE/TIME: Nov 11, 2020, 8:00 PM
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Covington & Burling (Washington, DC)
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