Custom Mock Interview Assignment with Big Interview

Students can use Big Interview to learn and practice their interview skills, whether they’re interviewing for a job or graduate school.
For Instructors:

Set up: The Career Development Center will create a custom interview assignment for your class. We can use the Big Interview database for pre-recorded questions or we can record custom questions for your industry. Contact the Career Development Center to have your assignment set up. We would like at least 2 weeks’ notice for custom questions.

Once we have set up your assignment. You will receive a code to distribute to your students.

Review: You will be given a temporary administrator log-in for Big Interview.

Once you are ready to begin reviewing your students’ interviews:

- Navigate to your admin dashboard and click the assignments tab at the top.
- Find your assignment by name or by code. Click to enter.
- You will see a list of student names in either the complete or incomplete tab.
- Click view assignment to bring up the review forms.
- You have the option to give feedback by question or review the assignment as a whole.
- Click save. The student will receive a notification about the review.
- Consider requiring students to complete a self-review of their interview.
- Once you are done reviewing assignments, close or archive the assignment in the assignments tab.
- Contact us when you are complete and we will remove your administrator account.

*Delete this section before disseminating to students.

Assignment Instructions:

Our assignment code is: ________________.

- Professional Dress is required for your interview. Instructor should modify for their preference.
- Navigate to https://uco.biginterview.com/
- If this is your first time using Big Interview, create an account using your @uco.edu email address. You will see a green “register” button at the top of the right side of the screen. Log in if you already have an account.
• Click on the assignments tab at the top of your screen.
• Enter the assignment code from above. This will take you directly to your interview questions.
• Record your answers in a well lit room, away from distractions and background noise.
• After you have completed your interview, click the review and submit button.