

Scholarship Interview Instructions

Deadline to submit interview is Thursday, March 17 at 12 p.m. CST

Technical Requirements

- ✓ High speed internet
- ✓ Laptop or PC
- ✓ Webcam
- ✓ Google Chrome internet browser. Interview will not work with Safari Browser.
 - **To minimize the chance of technical issues during your interview, please update your Chrome browser prior to interview and restart your computer.**
 - [How to update Google Chrome](#)

Interview Policies and Procedures

1. Once you log in to the interview assignment, you must complete the interview from start to finish. Please do not sign out or navigate away from the interview once you begin. Please check that your camera and mic are working before starting the assignment. You can sign in and do a practice interview in the interview software.
2. Your interview consists of seven questions. You may play the question as many times as you need before recording your answer. Once you select record, the video will countdown and begin recording. When you are finished answering the question, select stop recording. Your answer is then recorded so that you may move on to the next question. If you do not like your first answer, you may re-record **once**.*

*Expert tip: Your first answer is usually your best and most authentic.

3. If any technical issues occur during the interview related to your mic, pc, or internet service please sign out and email us at scholarships@siu.edu to let us know about the issues you are experiencing. Do not submit the interview if your mic or camera are not working. We will email back to set up a time to assist you. If it is during business hours, you may call us at 618-453-4628.

Completing the Interview

1. Visit <https://siu.biginterview.com/>.
2. Choose **Login** at the top right corner of page.
3. Sign in with your SIU Network ID(SIU85xxx) and password you created when you claimed your network ID. If you have forgotten your password, please visit <https://netid.siu.edu/identity/self-service/siu/login.jsf> to reset.
4. Complete the short profile. You may choose student as your **Experience Level** and Spring 2024 as your **Graduation Year and Term**.
5. Navigate to **Assignments** in the top menu. Enter your assignment code found in the email.
*Prior to selecting **Assignments**, we suggest navigating to **Practice** and do a **General Mock Interview** before you take your interview.
6. After you enter your assignment code, you may be prompted to complete eye tracking for AI.
We are not using this feature, so please select **Practice without eye tracking**.
7. Navigate to **Read Description** at the top left of page.
8. There are **7 questions** and you have **2 chances after hearing the question** to record your answer. You may play the question as many times as needed before you record your answer. Please do not start recording until you are ready to answer.
9. Upon choosing **Start Recording** you will have 2 minutes to answer.
10. Select **Stop Recording** when you are finished answering.
11. Your answer is automatically recorded and you may move on to the next question until all questions are complete.