

Digital Interview Rubric

It's in the Design

Target



Appearance (Video)

- Overall appearance is very neat
- Choice in clothing is appropriate for any interview
- Overall appearance is businesslike

- Overall neat appearance
- Choice in clothing is acceptable for the type of interview
- Well groomed

- Appearance is somewhat untidy
- Choice in clothing is inappropriate (shirt untucked, tee-shirt, etc.)

- Overall appearance is untidy
- Choice in clothing is inappropriate for any job interview (torn unclean, wrinkled)
- Poor grooming

Preparation (Video/ Audio)

- Person interviewed prepared extremely appropriate responses to the interview questions

- Person interviewed prepared appropriate responses to the interview questions

- Person interviewed prepared poor responses to the interview questions

- Person interviewed prepared inappropriate responses to the interview questions

Delivery (Video/ Audio)

- Demonstrates excellent comprehension of questions and speaks spontaneously with a few, if any, brief pauses.
- Delivery is clear and commands the interview. Voice and body are evenly matched and appropriately managed

- Demonstrates good comprehension of questions and speaks somewhat spontaneously with some pauses to organize thoughts.
- Vocal and non-verbal delivery are well developed and enhance the recording

- Demonstrates fair comprehension of questions. Responses either seem memorized or contain long pauses that may annoy the listener.
- Delivery neither enhances nor hinders performance.

- Demonstrates very limited comprehension of questions, if any. Speech is seriously compromised so as to make comprehensibility minimal.
- Delivery is distracting or awkward and not commanding for an interview. Long silences or too much talking on the part of the interviewer.

Video/Audio Recording

- Recording elements are clear. Recording is easy to hear/understand. If video is utilized, it can be seen and/ or can be heard.
- The video was well edited and moves smoothly from scene to scene with proper use of transitions. Audio and other enhancements were well used.

- Recording elements are somewhat clear. Recording is easy to hear/understand. If video is utilized, it can be seen and/ or can be heard.
- Editing was not done as well as it should have been. Some poor shots remain. Video is still somewhat choppy. Audio and other enhancements were utilized, but not for maximum effect.

- Recording elements are mostly unclear. Recording is not easy to hear/understand. If video is utilized, it is difficult to hear and be seen. Video was made, but had very little if any editing. Many poor shots remain. Video was very fragmented and choppy with little to no audio reinforcement.

- Recording elements are unclear. Recording is not easy to hear/understand. If video is utilized, it cannot be seen and/ or can be heard.
- There was no video, or tape was totally unedited with no transitions or audio support of any kind.