

# Writing Workshop

## SPEAKING AND LISTENING

The ability to share your skills and experiences in a coherent and interesting way will help you during interviews for work or school. Follow these guidelines to help you prepare for a job interview:

- Consider the purpose of the interview.
- Research your potential employer.
- Know what you want to say.
- Know what you want to ask.

**Directions:** In the first column, write some questions that an interviewer will likely ask at a job interview. In the second column, write your answers to these questions. Then, practice giving your response to the questions with a classmate.

Interview Question	My Response