

INTERVIEW TIPS

By Terry Gross

- "Tell me about yourself"

The beauty in opening with "tell me about yourself" is that it allows you to start a conversation without the fear that you're going to inadvertently make someone uncomfortable or self-conscious. Posing a broad question lets people lead you to who they are.

- Be Curious

Interviewing a person and having a conversation with them are two different things, but a common thread that can help you to excel at both, according to Ms. Gross, is "being genuinely curious, and wanting to hear what the other person is telling you. I can respond to what somebody is saying by expressing if I'm feeling sympathy or empathy, and explaining why."

- Be Funny (If you can)

If you can't be funny, being mentally organized, reasonably concise and energetic will go a long way in impressing people.

- Prepare, Prepare and Prepare

Preparation helps to organize your thoughts beforehand by thinking about the things you expect you'll hear and then reflecting on how you might follow-up.

Pay attention to body language

Try to pick up on when you've kind of lost somebody's attention," she said. That way, you can avoid boring your fellow interlocutor to death.