

Whether you are successful or not it is a really good discipline to debrief how it went to check out what you learned from the experience. The following checklist will help you to determine what you did well and what you can do better next time.

Action		√
Evaluate your performance	<p>What did you do well?</p> <p>If you were to do the interview again, what would you do differently?</p> <p>What else would you do to prepare?</p> <p>What did you learn from the experience?</p> <p>What advice would you give to yourself?</p> <p>How confident did you feel?</p> <p>What would you do differently to feel more confident?</p> <p>What questions did you ask – did you think of something else to ask after you left?</p>	
Ask for feedback	<p>Call the interviewer or HR Dept and ask for feedback.</p> <p>If you were unsuccessful, tell the interviewer that you are looking for feedback so that you are successful next time.</p> <p>Ask them what you did well and what you could do differently next time.</p> <p>Ask them to be specific “you answered the question on communication well” is not helpful. “You were clear and to the point” is.</p>	
Evaluate the process	<p>What questions were asked that you did not expect?</p> <p>Was your research extensive enough – did it cover the areas of interest to the interviewer?</p> <p>Were there areas which you need not have spent time on?</p> <p>Did you know enough about the role?</p>	
How well did you prepare mentally?	<p>How did you prepare mentally?</p> <p>What worked?</p> <p>What would you do differently?</p> <p>What didn't you do that you would explore next time?</p>	



Evaluate the employer	Did you enjoy the experience? Can you see yourself working in this type of role? What did you like about the company? What did you like about the job? How will what you learnt impact you future job search?	
Support	Who can you ask to support you in your debrief process?	

