



Body Language in Interviews

'Actions speak louder than words' is a saying worth heeding. Lots of research suggests that what you do and how you appear counts for more than what you say. Here are a few tips on what to do and what to avoid when trying to make a good impression.

Do

- Make eye contact with your interviewer when you meet and give them a smile. This makes you appear confident and relaxed
- Take your cue on shaking hands from the interviewer. Make it a firm handshake: not weak, but not hard either
- Address your answers to a panel of interviewers by looking at each person in turn when you speak
- Relax. Sit comfortably with a good posture in your chair
- Keep your hands calmly on your lap unless you are moving them to illustrate a point. Only do this if you feel confident you can do it without looking nervous.
- Tilt your head slightly to one side to show interest in what the interviewer is saying.

Don't:

- Fidget (for example twisting your hair or playing with a pen) - it's distracting for the interviewer and makes you look nervous
- Sit on your hands if you normally fidget. Practice talking with your hands calmly on your lap
- Cross your arms or legs - they are defensive body positions and suggest anxiety or a reserved attitude
- Slouch
- Move your chair, unless for example, you can't see because of sunlight. In that case, explain your reason for moving
- Cover your mouth while you speak. It suggests that you are lying, as well as muffling what you say
- Stare constantly

