

**Communication Skills**  
**Feedback on Mock Interviews**  
**Lesson Plan**

<b><u>Objective:</u></b> Participants will be able to reflect on their performance in mock interviews	
<b><u>Total Time:</u></b> 90 Minutes	
<b><u>Materials Required:</u></b> scoring sheet from mock interview session, videos of students	
<b><u>Instructor Note:</u></b> This session will ensure that students know their strengths and areas of development for becoming better at communicating well in interviews. It's important that the trainer has watched some videos of students performing in the interviews and has gone through all the scores and anecdotal observations from mock interviews. Videos of all the students should be available in the class/computer lab for their reference (it's not needed if students have recorded the interviews in their own phones)	
<b><u>Opening Protocol:</u></b> <ul style="list-style-type: none"> <li>● Greet the participants</li> <li>● Take attendance</li> <li>● Ask participants to share with each other how they are feeling</li> <li>● Make everyone feel comfortable</li> </ul>	5 Minutes
<b><u>Activity 1: Cohort feedback</u></b> <ul style="list-style-type: none"> <li>● Show the 2-3 videos that represent the majority of common points, good/bad. (make sure to take consent of these 2-3 students for using their interview videos for showcase)</li> <li>● Tell students the common mistakes they are doing but start with positive feedback</li> <li>● Give them tips on how they can improve</li> </ul>	15 Minutes
<b><u>Activity 2: Group Mentorship</u></b> <ul style="list-style-type: none"> <li>● Ask participants to sit in their original groups</li> <li>● Ask each group to come to you one by one for mentorship</li> <li>● Spend 10 minutes with each group</li> <li>● When one group is attending mentorship meeting, other groups can see the videos of themselves and their group members and note down the observations</li> </ul> <p>This is what the trainer can do in 10 minutes</p> <ul style="list-style-type: none"> <li>● First, ask students about their overall learnings on communication skills and how confident they are feeling</li> <li>● Share scores and subjective feedback with students and guide them on how they can support each other going forward to become more confident and effective speakers</li> </ul>	60 Minutes

<ul style="list-style-type: none"> <li>● Ensure that participants are making notes and feeling encouraged to improve their skills further by using the actionables they have received from the trainer</li> </ul>	
<p><b><u>Closing:</u></b></p> <ul style="list-style-type: none"> <li>● Congratulate all the participants for successfully completing communication module</li> <li>● Encourage them to improve further by setting goals, working hard and supporting each other</li> <li>● Encourage group members to continue practicing communication skills offline as well</li> </ul>	5 Minutes
<p><b><u>Closing Protocol:</u></b></p> <ul style="list-style-type: none"> <li>● Thank the participants for their time</li> <li>● Close the session with alot of encouragement and tips that students can follow on daily basis to become better at interview skills</li> <li>● Announce the next time you will be visiting them</li> <li>● Share the topic of the next session</li> </ul>	5 Minutes