Body language tips to impress at your next job interview

❖ *Watch the video (from beginning to 0:46) and complete the notes.*

- **Only 7% of your _____ are the _____ words you say.**
- **38% are certain vocal elements, like _____.**
- **55% is your non-verbal communication, like _____ expressions, _____ and body _____.**

❖ *Watch the video (from 0:47 to the end) and do the following activities.*

1. **Write *yes* or *no* next to each item.**
   In order to succeed in your next job interview you should…
   - **slouch in the chair _____**
   - **open up your body _____**
   - **cross your legs _____**
   - **fold your arms _____**
   - **slightly lean forward from your waist _____**
   - **keep changing your body posture _____**
   - **slow your breathing down _____**
   - **keep your palms upwards _____**
   - **touch your heart _____**

- steeple your fingers _____
- clasp your hands _____
- mirror the interviewer after waiting 10 seconds _____
- stare at the interviewer _____
- alternate your gaze _____
- touch your nose/mouth/ears _____
- match the interviewer's grip when handshaking _____

2. Match the non-verbal communication items with their meanings.
   1) leaning forward from the waist _____
   2) playing with the button of your shirt _____
   3) keeping your palms upwards _____
   4) touching your heart _____
   5) steepling _____
   6) clasping your hands _____
   7) touching your face _____
   8) too firm handshake _____
   9) too weak handshake _____

   a. dishonesty
   b. confidence
   c. interest
   d. self-comfort and anxiety
   e. anxiety and nervousness
   f. dominance
   g. lack of confidence
   h. genuineness
   i. honesty and trustworthiness