

Name _____

Date _____

Should You Do This?

Drag the actions to the correct list.

Be 10 minutes LATE	Dress in nice clothes
Answer your cell phone during the interview	Speak rudely and yell
Dress with old dirty clothes	Look at the person when you speak
Speak with a positive attitude	Arrive 10 minutes early
Listen carefully to the questions	Have gum or candy in your mouth during the interview
Shake the person's hand	Look out the window when the person talks to you
Answer questions honestly	Speak with a quiet and soft voice

Do This

Don't Do This
