

Video Interview Setup Support

Dear [Candidate's Name],

We are excited to have you participate in a video interview for the [Job Title] position with [Company Name]. To ensure a smooth experience, we have outlined some support information below:

Technical Requirements

- Device: Please use a desktop or laptop with a webcam and microphone.
- Internet Connection: A stable internet connection with at least 10 Mbps speed is recommended.
- Software: Ensure you have [Video Conferencing Software] installed and updated.

Before the Interview

- Test your equipment (camera, microphone, speakers) ahead of time.
- Ensure your background is tidy and free of distractions.
- Dress appropriately as you would for an in-person interview.

During the Interview

- Join the meeting at least 5 minutes early.
- Maintain eye contact by looking at the camera when speaking.
- Minimize background noise and interruptions.

If you have any questions or need further assistance, please don't hesitate to reach out to us at [Contact Information].

Best of luck, and we look forward to speaking with you!

Sincerely,
[Your Name]
[Your Position]
[Company Name]
[Contact Information]