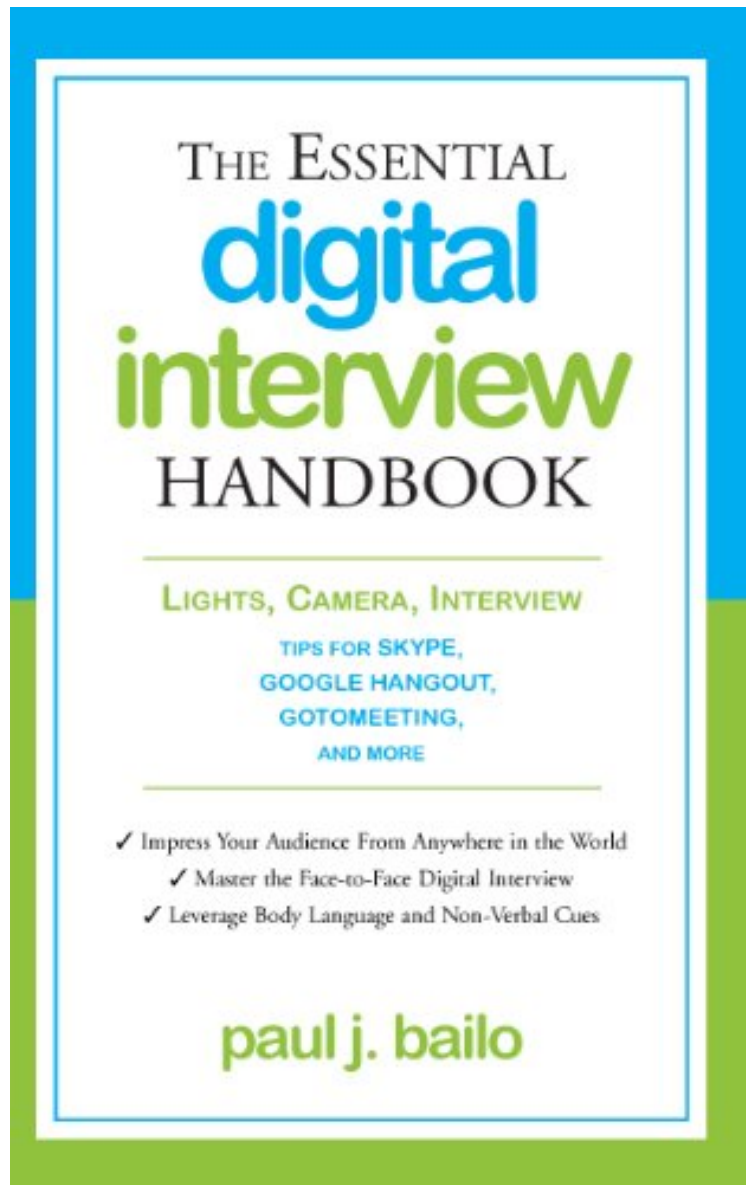


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The Essential Digital Interview Handbook

Paul J. Bailo

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In today's increasingly interconnected world, virtual meetings have become a staple of business practice. Unsurprisingly, so has the digital interview. Physical distance between potential employers and job-seekers is no longer the impediment it once was for face-to-face engagement. In the past year alone, the number of people who use Skype for this purpose has risen from about 300 million to more than 405 million, with a whopping 66-percent increase in users who log in from their mobile devices. Moreover, 35 percent of all businesses in the United States use Skype as their primary means of communication. These numbers point to one simple fact: you need The Essential Digital Interview Handbook! This book, the first one of its kind, will cover everything you need to know, including: How to prepare for your digital interview How to avoid common pitfalls and mistakes How to establish a professional presence by using the correct microphone and camera How and when to take the next step, and transition from virtual to in-person Your next job will likely be waiting for you on the other end of a video conference. These tips will also help you appear more professional for media interviews and presenting online. Let The Essential Digital Interview Handbook walk you through the steps to success.

About the Author Paul J. Bailo, PhD, MBA, MSW, is the digital interview spokesperson for Skype and the founder and CEO of Phone Interview Pro--a service for job-seekers who want to perfect their telephone job interviewing skills. After recognizing that the telephone interview is often overlooked in the job-search process, he created a 250-plus point evaluation system, previously nonexistent in the career services industry. He is also the author of The Essential Phone Interview Handbook and has been featured in such media as CNN Money.com, Yahoo hot Jobs, AOL Jobs, and CareerBuilder.com.