
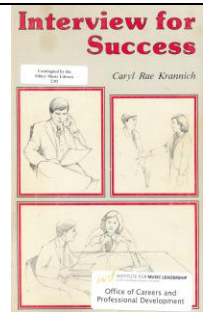
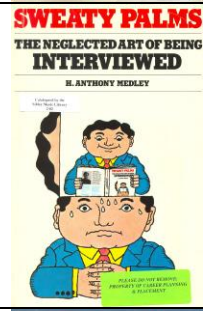
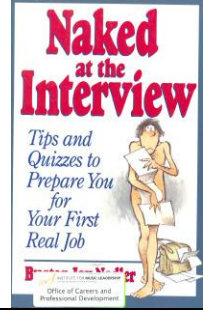
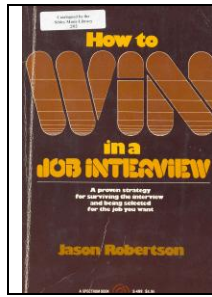


REFERENCE LIBRARY

Preparing for an Interview

	<p>Berk, Diane. <u>Preparing for Your Interview.</u> Los Altos, California: Crisp Publications, Inc., 1990.</p> <p><i>This book is a walkthrough of the interview process from setting up the interview through the post-interview. Topics range from structure and types of interviews, technique in answering questions, presentation, and negotiating terms.</i></p>
	<p>Krannich, Caryl Rae. <u>Interview for Success.</u> Virginia Beach, Virginia: Impact Publications, 1980.</p> <p><i>Although this book has some helpful advice, it is not as helpful, nor as comprehensive as Robertson's <u>How To Win in a Job Interview.</u></i></p>
	<p>Medley, H. Anthony. <u>Sweaty Palms: The Neglected Art of Being Interviewed.</u> Belmont, California: Lifetime Learning Publications, 1978.</p> <p><i><u>Sweaty Palms</u> contains helpful chapters on preparing for interviews, questions and answers, honesty in the interview, and confidence and nervousness in the interview.</i></p>
	<p>Nadler, Burton Jay. <u>Naked at the Interview.</u> New York: John Wiley & Sons, Inc., 1994.</p> <p><i>Written with humor and style, <u>Naked</u> presents many helpful tips for job search preparation. Contains excellent chapters on résumé writing, interviewing and letter writing.</i></p>
	<p>Pollock, Robert W. <u>Teacher Interviews.</u> Martinsville, NJ: Advanta Press, 2001.</p> <p><i>Great book for new teachers preparing for their first interview!</i></p>



Robertson, Jason. **How to Win in a Job Interview.** Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1978.

This is an excellent book on the art of the interview.