

# Department of EE

IIT Dharwad

*Selection Process*

## 1) Description selection process/criteria:

- All the eligible candidates are invited for the first round of interviews via video conferencing.
- After the first round interviews, another shortlist will be announced for the second round of interviews. The shortlisted candidates will be asked to attend the second round of interview via video conferencing.

Before the actual interview date, we will communicate with you and set up a mock call to check your internet connectivity.

## 2) Timeline/interview schedule

The interviews will be held from 23<sup>rd</sup> -29<sup>th</sup> June 2020. You will be given a time-slot window (of about 1 – 3 hours) during which we may connect with you anytime. Your specific time-slot will be communicated to you.

## 3) Dos and Don'ts

### **Dos:**

1. Ensure that you have participated in a mock call session before the actual interview to set-right the audio-video set up.
2. **Please plan to have at least 2 GB of data with you before the meeting. Also, try to locate yourself in a place with good internet speed (at least 1.5 Mbps) for a good quality video interaction. Laptops/tablets are preferred for the video conferencing.**
3. Accessing any technical resource (notes, book, internet, including peers or mentors) is not allowed during interview unless explicitly mentioned by the committee.
4. Have paper and pen/pencil handy.
5. Ensure that your equipment for video conferencing is charged to avoid power issues.
6. Ensure that the place from where you are attending the interview is conducive for effective interaction online.
7. Best Practices while in online meetings:
  - Sign in to the online client 10-15 minutes ahead of scheduled meeting time and stay signed in
  - Turn your camera on and have your camera at your eye level

- Make sure you sit in a well-lit and quiet place
- Be mindful of what's going on behind you. Think about having a solid wall/nice curtain behind you or turning on the virtual background (if available).

**Don'ts:**

1. Avoid windy noisy surroundings during interview
2. Do not record interviews in any form. Any such act will be considered as violation of the pledge you signed online and may invite punitive action from IIT Dharwad.
3. Do not ask about the schedule of the results. It is better to use interview time for other better inquiries as the results will be declared online as soon as possible.
4. Do not leave your place in front of the camera for the entire duration of the interview.
5. Don't have anyone else around you. Any interaction with someone else other than the interview panel during the interview will be considered as a suspicious activity.