

# CV writing and interview skills

## Note for presenters

The materials supporting this programme – presentation slides and guidance notes for students – have been designed so they can be used to deliver a single session if sufficient time is allocated, or split into two separate modules delivered on separate occasions.

If you intend to include the optional practical exercises, you will need to allow estimated time as follows:

CV writing – minimum 20 minutes

Interview skills – minimum 30 minutes (assuming 20 students)

This guidance should help you to decide whether to book 1 or 2 sessions once you know how much time the school will allocate on a single day.

The presentation slides have presenter's notes in Notes View for suggestions on delivery and should be used in conjunction with the students' guidance notes.

