



Candidate Guide:

Guidelines for virtual interviews at Google

Getting the most out of your interview experience.

Once your virtual interviews have been scheduled, you'll receive an email confirmation from your Google Recruiting Coordinator. The confirmation email contains important information on your upcoming interviews, including date, time, and **video call link to your Google Meet session**.

Equipment you will need for your virtual interview



- **Computer** or laptop required for all interviews
 - [Google Meet](#) supports most current operating systems
- **Web cam** (if your computer doesn't have one)
- **Phone** in the case there are issues with audio or video or a need to contact the Recruiting Coordinator or Recruiter
- **Marker and paper:** As a back-up, have paper and pen handy for note taking and a thick, dark colored marker for sharing coding and design work over video
- **Recommended: Noise-canceling headphones** with microphone (or speaker and microphone)

We recommend that you **test your equipment before your interview**. If you'd like to test your Google Meet connection and setup before your interview, reach out to your Recruiting Coordinator to set one up.

Accessibility

Need an accommodation or have questions about using assistive technology in virtual interviews? Check out [this Help Center article](#) on Accessibility in Google Docs, and ask your Recruiting Coordinator to put you in touch with a candidate accommodations team member if you need any additional support. We're here to help!

General guidance for your virtual interview



- Find a quiet space with a neutral, non-distracting background and reliable, stable internet access that can support the audio and video for your Google Meet video call without interruption.
 - Google Meet users can blur the background or add a custom background image during a video meeting - visit our [Help Center](#) to learn more.
- To maintain privacy please keep all interview questions and/or materials confidential.

Getting familiar with virtual interviewing tools

(Please note that not all interviews require the tools below. If unsure, please check your interview confirmation email or discuss with your Recruiter)

- **Presenting in Google Meet:** Present one window, rather than your entire screen. Close all unnecessary tabs/windows before you log in. If you use multiple monitors, limit your work and activity to one screen and one window. Check out our Google Meet help page [here](#), for more information.

- **Google Drawings:** If your interview requires diagramming or drawing (such as a Systems Design or UX interview), get familiar with Google Drawings by reviewing our [Candidate guide on Google Drawings](#), or watch a [short Google Drawings tutorial video](#) to learn some basic functions.

Do not use AI during the interview to help you answer questions. Google values authenticity. Using AI during the interview will result in disqualification from the hiring process.

Logging into Google Meet

We recommend that you log into Google Meet 5 minutes before your first scheduled interview and log out of all other accounts to prevent technical difficulties. If you run into any technical difficulties, contact your Recruiting Coordinator, Recruiter or email google-candidate-support@google.com.



To log into your Google Meet:

1. Open the email with the meeting link > click the meeting link.
2. Click Ask to join.
3. When someone in the meeting gives you access, you'll join it.
4. Ensure your interviewer can both see and hear you before you begin (you may need to grant permissions for Google Meet to access your microphone and camera).

Troubleshooting

We understand that internet outages can be unpredictable. If prior to your interview, you believe there may be an issue with your internet connection, contact your Recruiting Coordinator or Recruiter or email google-candidate-support@google.com.



If you experience poor connection during your interview, **let your interviewer know**. Then **try turning off your camera to increase bandwidth** or ask your interviewer to switch your interview to a **phone call** as a last resort.

Note: If technical issues persist, the interview may need to be rescheduled to make sure you're able to engage to the best of your ability.

If the interviewer cannot see or hear you, check your system.

1. Make sure your microphone, camera, and speakers are plugged in to your computer and turned on (microphone isn't muted).
2. Make sure other programs on your computer aren't using your microphone, camera, or speakers.
3. At the bottom of the video call window, make sure you've turned on the microphone or camera.

If the problem persists, check your Google Meet settings (click the 'Settings' icon at the top of your video window).

1. Make sure the correct device is selected for each setting.
2. Speakers: To test your speakers, click Test.

If you're still having trouble:

1. Checkout [our webpage](#) on troubleshooting Google Meet.

2. **Exit** the call, **restart** your computer and **rejoin** your call; after a few minutes, if you are unable to connect, contact your Recruiting Coordinator or email google-candidate-support@google.com.

Connecting with your interviewer



- **Turn on captions** You can make it easier to follow what's being said in meetings by turning on captions, which show text of the conversation (just like closed captions on TV). Start [here](#).
- **Limit muting your microphone when possible** to avoid situations where you begin talking and then have to restate your thoughts because the interviewer couldn't hear you. Use your best judgment.

Work submissions

Only submit your own work: We are interested in evaluating your individual problem-solving skills and thought process. Submitting work you did not produce (e.g., using AI to generate answers, providing source code from blogs and others, etc.) during the interview will result in disqualification from the hiring process. We are committed to creating a consistent process for all candidates.