

# QUICK GLANCE AT AN INFORMATIONAL INTERVIEW



Business news  
Job  
Descriptions  
Skills Required

Start easy  
Simple Ask  
Plan Agenda

Interviewee's Job  
Industry Trends  
Information  
Sources

Your industry  
knowledge  
Your Contacts  
Offer yourself  
as a resource

Ask for these!  
Refer to target  
company list  
Remind of  
intros offered

Prompt thank you  
Took your advice  
Do 3 More!

