



# ACE YOUR INTERVIEW KNOWLEDGE IS POWER



Demonstrate superior preparation and knowledge with Lexis+<sup>®</sup> and confidently navigate the interview process.

You wouldn't apply with someone else's resume—so why would you prepare for your interview using the same material as your competition? Find out how to get beyond the information on the organization's website by using research to ace key interview questions, such as: *"Why do you want to work for our organization?"*

You'll be able to prepare insightful and in-depth questions, such as: *"I read that a number of attorneys recently made a move to your organization. Why do you think they chose to join your particular organization?"* You'll decrease interview stress and blow away your interviewer.

## JOB INTERVIEW CHECKLIST

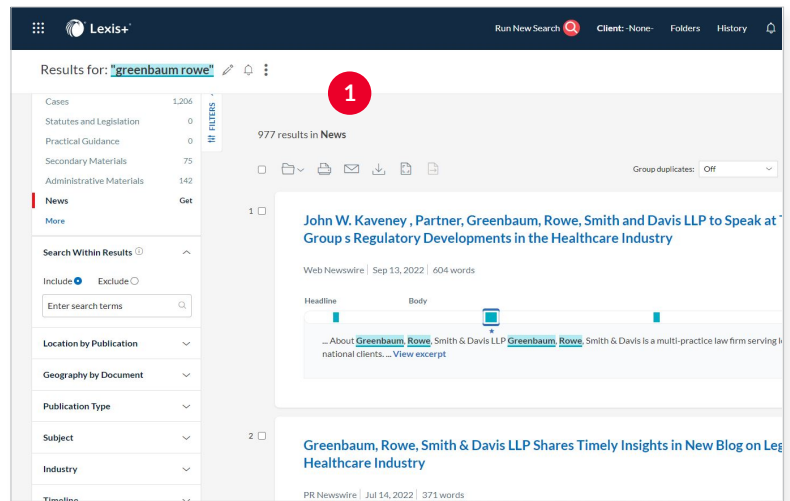
- ✓ **Research your potential employers.** Go beyond the organizations' websites.
- ✓ **Know your resume and writing sample inside and out.** Bring extra copies of both to your interview.
- ✓ **Prepare well-researched questions.** Avoid questions that could have been easily addressed by reviewing the organization's website.
- ✓ **Research yourself online.** Employers are researching you as well.
- ✓ **Come to the interview prepared.** Dress appropriately; arrive 15 minutes early and have references prepared and confirmed.
- ✓ **Ask Career Services if there are any alumni** working at the firm and start networking.
- ✓ **Participate in mock interviews.** Practice your answers to common interview questions like: *"Why do you want to be a lawyer?"* and *"What is your biggest weakness?"*
- ✓ **Understand the format** and length of the interview.
- ✓ **Be careful not to bring** branded items from other firms/organizations.
- ✓ **Write a thank-you email that day** and reference a key conversation point, such as: *"I enjoyed our conversation about X."*

## IMPRESS YOUR INTERVIEWER

Demonstrate up-to-date knowledge of their recent cases and clients.

1. **Search in Legal News and News for current information about the organization.** Search leading legal news sources such as Law360®, *The National Law Journal*® and other ALM® publications in Lexis+.

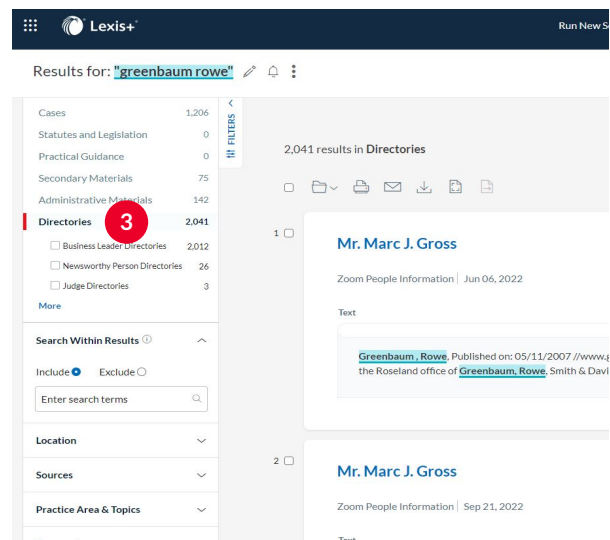
To understand the business dynamics of the organization, look for recent articles in leading news sources such as *The New York Times*® and *The Wall Street Journal*®. (Full-text is exclusively provided to the legal market by Lexis+.)



A screenshot of the Lexis+ Search Alert creation form. The form has several sections: Title (with "greenbaum rowe" entered), Search Terms (with "greenbaum rowe" entered), Description (with a 1000 character remaining counter), Content Types (with "News" selected), Client (for billing) (with a 50 character remaining counter), My Alert Delivery (with "On Lexis+ & Email" selected), Frequency (with "As Updates Are Available" selected), Recipient Email(s) (with two email addresses entered), and Send Full Text Attachment (with a "Create Alert" button and a "Cancel" button). A red circle with the number "2" is placed over the Title field. A close button (X) is visible in the top right corner.

2. **Create Alerts to get up-to-the-minute news.** Set up Lexis+ alerts to automatically receive any new notifications about the organization. Just click on the bell icon in Lexis+. Create alerts for News, Legal News, Law 360, Cases and any other area where you wish to stay abreast. Awareness of the most up-to-date information is certain to impress your interviewer.

**Tip:** Keep the alert active if you get the job.



3. **Utilize Directories to network.**

Using contacts to acquire information, advice and referrals can reinforce your connection to the organization and set you apart. Easily search for attorneys and judges with Lexis+ Directories. Use Search Within Results to further hone particulars such as schools, practice areas or office locations. Reach out to connections before your interview to reinforce your relationship with the organization. Someone with whom you establish a relationship can put in a good word for you and help you get the job.

## LEARN ALL ABOUT YOUR INTERVIEWER

Quickly and easily learn about your interviewer with LexisNexis® Litigation Profile Suite under the Research menu. Interviewers seek to determine if you are a good fit for their organization. The quickest way is to establish a strong connection.

The screenshot shows the LexisNexis Litigation Profile Suite interface. At the top, there is a navigation bar with the LexisNexis logo, the text 'Litigation Profile Suite', and search filters for 'Attorney' (Dershowitz, Alan) and 'Search: Everything'. Below the navigation bar, the profile for 'Attorney: Alan M. Dershowitz' is displayed. On the left, a sidebar menu is visible with categories: Snapshot, Practice History (Dockets: 23, Jury Verdicts & Settlements: 1, Cases: 266, Administrative Materials: 0, Briefs, Pleadings, and Motions: 418, Jury Instructions: 0, Expert Witness Analysis: 15), Publications (Secondary Materials: 52, Directories: 0), and In The News (News: 0, Legal News: 287). The main content area shows the 'Snapshot' for Alan M. Dershowitz, including his specialty (Civil Liberties, Criminal Law, etc.), education (B.A. Brooklyn College, LL.B. Yale Law School), admission (Massachusetts Supreme Judicial Court, etc.), address (Cambridge, MA), and telephone (617-495-5844). Below the snapshot is a 'Practice History - Dockets' section with a pie chart showing cases by jurisdiction: Massachusetts Supreme Judicial Court, Massachusetts Appeals Court, Palm Beach Circuit County Court, Indiana Southern District Court, Massachusetts District Court, 2nd District Court of Appeals, and Others.

- 1. Establish common ground.**

Creating an instant connection can be as simple as attending the same school, being from the same area or interning in the same courthouse. Use **Litigation Profile Suite** to learn about your interviewer's background. Mention an area you have in common early in the interview to get the most benefit.
- 2. Know the interviewer's most recent cases.**

Find the most recent cases your interviewer has worked on to learn even more about their clients and practice areas. Use **Search Within Results** to find cases that discuss **areas of interest** in which you have strong grades or experience and weave those into your interview. Check **Dockets** to learn about ongoing cases and see other case materials such as **legal briefs** or motions that your interviewer may have authored and ask them why they developed a particular argument.
- 3. Read materials authored by the interviewer.**

Read materials such as **law journal articles** authored by your interviewer to demonstrate the depth of your preparation. Ask your interviewer about it and receive instant bonus points, as people love to talk about their own work.

## DEMONSTRATE THAT YOU'RE NOT SIMPLY A CANDIDATE, BUT A FUTURE COLLEAGUE

Show comprehensive knowledge of your potential employer, the industry and your practice areas of interest.

Law360® is a breaking news source that covers more than 40 practice areas daily and is used by top legal organizations across the country to stay current on the latest developments in the law. Here are just a few ways to leverage Law360 news to land the job you want.

### 1. Know the organization's clients.

Knowing whom the firm represents will help you formulate better questions and answers, appreciate the types of clients the firm services and decide whether the firm is the right fit for you. When the interviewer asks the question, "How would you feel about representing clients involved in 'X' industry?" you'll be able to provide a polished response that demonstrates the effort you've invested in understanding the organization and its clients.

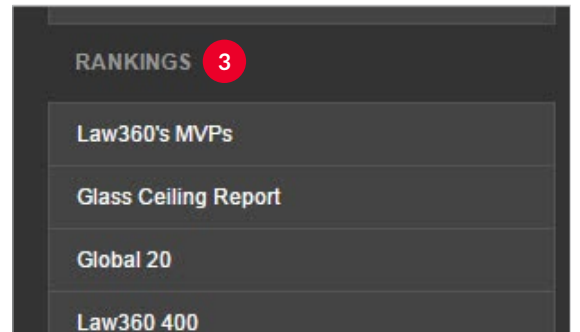
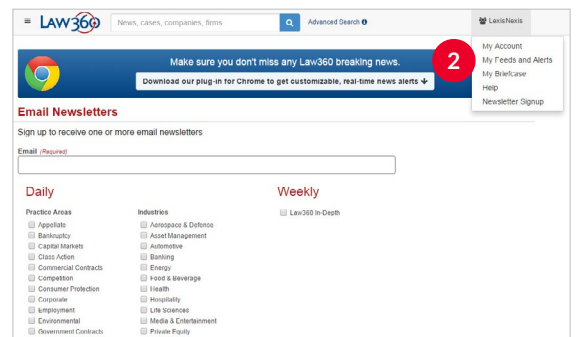
### 2. Speak the interviewer's language.

Know what the experts know and be able to speak their language. Stay up to date on practice areas of interest to you with breaking news. "Which practice areas interest you?" is a common question during interviews. With Law360, your answer will demonstrate that you are a sophisticated candidate and a great fit for the organization.

### 3. How does the organization rank in what matters to you?

Understand the organization's strengths to help determine if it's a good fit for you. Law360 provides an invaluable collection of **rankings** that will help you understand how an organization ranks among its peers in a variety of areas. Some of these rankings include the best law firms for female attorneys, the top 20 firms with a global practice and more. Use the left menu to see where a firm you may join ranks in what matters to you.

Ask your LexisNexis® Account Executive to help you use all of these tools to distinguish yourself from the competition and secure the right legal position.



Get more research tips at:

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