

Operational Definitions and Examples of Target Skills

Target Skill	Definition	Example
Appropriate answering	The participant provides a) a clear, direct, answer to the question asked using complete sentences, b) additional detail about their work experience, and c) is honest about their experience and/or shows interest in or willingness to gain relevant work experience or skills.	If asked, "Do you prefer to work alone or with other people?" the participant can provide a clear and direct answer with additional details by saying, "I prefer to work with others, because I enjoy being part of a team and helping other people." Or, if asked "What websites do you use to keep your skills current." The participant can show interest by saying, "I don't use any websites now, but I know I have more to learn if you have any recommendations for me."
Inappropriate answering	The participant failing to provide a clear, direct response to the question asked, responds with only information that is unrelated to the question, and/or omitting relevant details about one's work experience or interest in gaining relevant experience when such elaboration is expected.	If asked, "Do you prefer to work alone or with other people?" an inappropriate answer might be "I don't know", "It depends," (lacks any additional explanation or relevant context to clarify their preference), or "I want to do something with numbers, does the job involve that?" (unrelated) Or, if asked, "Do you have experience with excel.", an inappropriate answer might be "No, I

		don't." (lacks willingness to learn or showing interest)
Appropriate questions	The participant asks questions seeking clarification of details of the position. Excludes appropriate questions that the interviewer has already answered.	Participant asks, "What is a typical day like?", "What are the job duties?", or "How many hours does a shift last?".
Inappropriate questions	The participant asks anything not related to the job, personal questions about the interviewer, and/or for information that was already provided by the interviewer.	Participant asks, "How many children do you have?", "Do you like magazines?", or "What is the job?".
Appropriate body language	The participant sitting upright with shoulders elevated, orienting face and body toward the interviewer, and remaining still without "fidgeting" (e.g., touching hair or face, tapping on the table, manipulating any items on the desk such as a pen or pencil).	N/A

Inappropriate body language	The intern engaging in any behaviors that deviate from appropriate body language, such as slouching, leaning back excessively, or hunching forward; failing to orient face and body toward the interviewer (e.g., turning away); or engaging in distracting movements or gestures, such as frequent fidgeting, for more than 3 s (e.g., touching hair or face, tapping on the table, or manipulating items on the desk such as a pen or pencil).	N/A
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