Divecha Centre for Climate Change

Interdisciplinary Research Programme on Climate Change

Interview for Admissions 2021

4-6 January 2021

GUIDELINES FOR ONLINE INTERVIEW

Before the interview date

1. Please check the interview schedule and make a note of your date, session (morning/afternoon) and time of the interview.
2. Please check your internet connection speed, ability to join a Microsoft Teams meeting through the browser. If you have not attended the trial session on 01 January 2021, we can arrange a test-run and check audio/video quality.
3. Keep a few sheets of white paper and a thick pen available. If you have access to a whiteboard, you may use it.
4. Prepare the documents and keep a soft copy with you:
    a. Interview-call letter, downloaded copy of online application form, and the signed Agreement.
    b. One set of PDF files of the certificates, mark statements from 10th Std onwards for verification with entries in the Application Form.

You have been asked to scan and upload the signed agreement (digital signature is acceptable) to the Applicant's Interface.

In addition, please email these documents (4a and 4b above) to the Divecha Centre office (office.dccc@iisc.ac.in), in one single email (with a Subject line: "Documents for Research Interview"), with two (or, at most, a few) attachments:

- It is suggested to use one PDF document containing interview call letter, downloaded online application form, and signed agreement with file name: **Firstname_Lastname_application.pdf**
- One document for certificates, mark statements with file name: **Firstname_Lastname_marksheets.pdf**

Your interview session

1. An email will be sent to you proving the link for joining the interview by clicking the link. This link will be specific to the scheduled date of your interview. Please be prepared to join the interview at the scheduled time slot.
2. Keep your ID card on hand to show to the committee, if required.
3. When the committee is ready for you, our office will contact you at your mobile phone number (provided in your application). In case the interviews prior to

yours in your session finish early, you might be contacted and asked to join the interview early. Please be available up to 30 minutes prior to your interview time.

4. Once called to join the interview, please join the Microsoft Teams session by clicking the link provided in your email, following which you will soon be admitted into the interview. You might have to wait in the lobby for a few minutes while this happens.

During the interview

1. Once you are admitted to the interview, please make sure that your video feed and microphone are turned on.
2. Make sure that you are clearly visible so that the it can be confirmed that the candidate being interviewed is the intended candidate.
3. Please be visible to the committee while answering questions.
4. When required to write down answers and equations, do so on a clear white sheet of paper in large font and solid type (e.g. using a thick pen or marker) in a manner that should be clearly legible to the committee viewing your video feed.
5. Once the interview is completed, the committee will inform you and then you can leave the meeting. The committee will remove you from the Microsoft Teams session.

For any general questions pertaining to IISc admissions, write to admission.acad@iisc.ac.in, while for department-specific questions, write to office.dccc@iisc.ac.in.