

Information for MMI candidates

The following information outlines the online Multiple Mini Interview (MMI) process. It is important that you read this information carefully so that you know what to expect on the interview day.

INTERVIEW FORMAT

- All candidates have the same 8 mini interview stations. There are usually 4 questions per station. Each station will last approximately 6 minutes and all have equal weighting.
- All candidates have to perform the same tasks and/or are asked the same questions in the stations.
- Each station has a standalone score. All the station scores are added together to provide a final score.
- Expect the interview to last for up to 50-60 minutes in total.
- During the interview you may be asked to:
 - Answer questions
 - Listen to a scenario and then answer questions
 - Read a scenario or other information and then answer questions

INTERVIEW PROCESS

1. On the day of your interview, an email will be issued to you just before the interview portal opens. Please click on the access link provided in the email to go to the interview portal.
2. Once you are logged into the interview portal, there is some information for you to read.
3. You will then be guided through the set-up process to make sure your system is working. This should only take a few minutes; however, 15 minutes is available in case you are having trouble setting up.
4. **You must commence the selection interview NO LATER THAN 15 minutes after the interview portal opens.**
5. Your selection interview will involve one Administrative Station (Station Zero) followed by a series of 8 short interview stations. Each station will last approximately 6 minutes.
6. At the Administration Station (Station Zero) you will be asked to present your photo identification to the camera and pan your camera around the entire room to verify you are alone. Once this is complete you will enter the first of the 8 interview stations.
7. Each of the 8 interview stations begins with 30 seconds of preparation time to review instructions for that Station. You will then proceed to the scenario where you will be presented with information about the station and may be asked to review a slide, picture/s, video and/or text. You will have one minute to review the scenario information. You will be recorded while you review the scenario, but you do not need to say anything during this time.

8. You will then be asked to respond to 4 questions related to content you have just reviewed. The time is configured as follows:
- Upon opening the question page, you will be presented with a question in text on the page. If you are required to review any additional media for a specific question, extra time will be provided.
 - Fifteen seconds after the question is displayed, the video recorder will turn on automatically and you will have 1 minute to provide a response via video recording. An answer timer will be visible to you during the response time. There are no options to return to a previous question to complete or redo a response.
 - Once the Answer Time has lapsed, you will be moved into your fifteen second preparation time for the next question.
9. When all questions at a station have been completed, you will progress to the next station.
10. After you have completed Station 8, your interview will be complete.
- 11. The interview MUST be completed within 90 minutes (1 hour 30 minutes) from the time the interview portal is opened, NOT from when you commence the interview after the portal has opened. If your interview is incomplete when the interview portal closes you will be unable to finish the interview.**
12. An overview of the whole process is shown below:
- Interview Open – Preparation & Set-up (15min) –MMI (50-60min) – Buffer for technical issues during the interview (15min) – Interview close*
13. **Once commenced you must not exit the interview (including clicking out of the browser) until it is complete.**
14. **You must complete this interview on your own. You will not need any paper or other materials. Any unusual activity that is detected during your interview will be reviewed and may affect your chances of selection. The MMI is an important component of the Melbourne Medical School's selection process and candidates are required to take it under exam conditions, which include:**
- **No use of pen/paper or supportive technology (phone/iPad/translators) while the MMI is in progress**
 - **No other person may be in the MMI room while the MMI is in progress**
 - **No communicating with other people by any means while the MMI is in progress**
 - **Ensure you are in a place where you will not be disturbed while the MMI is in progress**
 - **Do not leave the MMI room while the MMI is in progress**
 - **Do not open a different browser/browser tab to surf the Internet while the MMI is in progress as any movement away from the Interview screen, including time between Stations, can be detected and will be documented by our online interview provider**
 - **Do not share MMI content afterwards**

DOMAINS TO BE ASSESSED

Following are examples of the possible domains to be assessed throughout the interview process:

- Interest in the course
- Aptitude for collaboration

- Capacity for establishing rapport
- Aptitude for decision making
- Communication skills
- Professional behaviour



FREQUENTLY ASKED QUESTIONS

Can I check if my equipment works properly before starting the interview?

Yes, you can check if your equipment is suitable by clicking on the following link:

<https://hiringplatformau.com/async-tech-check>

Can I use any device for the interview?

You may only complete the interview by using a desktop/laptop with a webcam to record your responses. You cannot complete the MMI on a mobile device.

Your device must also be connected to a webcam, either integrated or external, and a microphone, either integrated or via wired headset.

Do I need to download third-party software?

You will not need to download any third-party software to complete your MMI. You will be able to complete directly through your internet browser.

What browsers can I use to complete my MMI?

The MMI interview is compatible with the following browsers:

- Google Chrome 63+ (recommended)
- Mozilla Firefox 50+
- Edge 79+
- Safari 14.0.2+ for Mac only

We recommend that you update your browser to the most recent release version. You can do this through the “About” area in your browser settings.

We also recommend that you have at least two (2) browsers downloaded to your computer before starting the MMI. If you have technical issues during the MMI, often one of the quickest ways to resolve the problem is to open the MMI in a different browser.

For example, if you typically use Safari in Mac, we recommend that you download Chrome as well, prior to the MMI, as a back up.

If you generally use Chrome in Windows, we recommend that you also download either Edge or Firefox as a back up.

Can I use Bluetooth headphones (eg AirPods) during my MMI?

No. We only recommend using wired headsets or your integrated microphones during your MMI. If you use Bluetooth headphones, it is possible that you might lose Bluetooth connection, or your headphones will run out of battery during the interview causing you to lose audio input.

How do I know if my videos were successfully uploaded?

The platform automatically uploads all recorded videos. If you successfully record all video responses for a station you will automatically proceed to the next.

If there are any issues with your recordings during a station you will see the following message:

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Station 1, Questions 1 - 4

* The timer on this page has begun counting down. If the recorder doesn't open automatically, please click on 'Open Recorder' as soon as possible to begin your response to the questions. Recording will begin at this time.

3/4 video responses have been submitted.

*Due to a technical issue, we were not able to save one or more of your recordings for this station. Please continue to the next station by clicking **Save and Next** and notify the support email of this issue at the conclusion of your MMI.*

Save and Next

Technical difficulties? **Send us a message.**

You will not be able to re-enter this station, however, please submit the technical issue form at the end of the MMI and a support agent will investigate your case.

What's the ideal Internet bandwidth for recording the interview?

To ensure a seamless experience during your MMI we recommend a download speed of 20Mbps and upload speed of 1Mbps. You can use [this tool to test your internet connection speed](#).

If your current internet connection does not meet these requirements, we would recommend you seek out and test alternatives well in advance of your MMI.

Can I conduct my interview using a Wi-Fi connection?

Absolutely! Simply make sure your Wi-Fi connection is stable and that not too many people are using it at once. You can use the following link to test your connection: <https://hiringplatformau.com/async-tech-check>

Keep in mind that a wired connection generally offers better connectivity. Also, the closer you are to the modem, the better your Internet connection will be.

What happens if a failure or a bad Internet connection causes a technical issue during a recording?

If a failure or a bad Internet connection causes a technical issue during a recording, you might be exited from the recording window. If this occurs you will not be able to re-enter that station, so click "Save and Next" to proceed to the next station. At the conclusion of the MMI you will be able to fill out a form (see below), notifying us of the issue which will be further investigated. You will be advised of next steps via email after your MMI session.

Thank you for taking the time to complete the Practice MMI.

You may now close out of this tab.

If you believe you experienced a technical issue during the MMI please follow the link below to report your issue. A support agent will then investigate and contact you via email with advice.

Report a technical issue