

Mock Interview Scorecard Template

For Self-Assessment & Peer/Mentor Evaluation

Curated by Guru Legal | Free Downloadable Resource | gurulegal.in

Use this scorecard during mock interview practice — with a peer, mentor, or career coach. Rate each dimension, add comments, and track improvement over multiple sessions. Consistent self-assessment is the fastest route to interview mastery.

Candidate Information

Candidate Name: _____ Date: _____

Role/Firm Applied for: _____ Round No.: _____

Evaluator Name: _____ Duration: _____

Scoring Legend

Score	Level	Description
5	Exceptional	Outstanding — goes above and beyond expectations; would impress even senior
4	Strong	Above average — clear, confident, and relevant. Minor improvements possible.
3	Adequate	Meets baseline expectations. Some gaps in depth, structure, or confidence.
2	Developing	Below expectations. Noticeable weaknesses. Needs significant practice.
1	Weak	Major gaps. Answer was vague, incorrect, or came across very poorly.

Evaluation Scorecard

Category / Criterion	Score (1–5)	Comments / Feedback
A. First Impression & Body Language		
Appearance & grooming		
Eye contact & posture		
Handshake / greeting confidence		
Calm and composed demeanour		
B. Communication Skills		
Clarity of speech and articulation		
Vocabulary and precision of language		

Category / Criterion	Score (1–5)	Comments / Feedback
Pace and modulation		
Active listening and responding to the actual question asked		
C. Answer Quality — Technical/Legal Knowledge		
Accuracy of legal knowledge		
Depth of understanding of subject matter		
Ability to apply law to facts		
Current awareness / knowledge of recent developments		
D. Answer Structure & Thinking		
Logical and organised response structure		
Use of examples and cases to support answers		
Conciseness (not rambling, no filler)		
Handling difficult or unexpected questions		
E. Motivation & Personality Fit		
Clarity of career goals and direction		
Knowledge of the role and organisation		
Genuine enthusiasm for the field		
Cultural and professional fit impression		
F. Professional Conduct		
Professionalism in tone and manner		
Ethical reasoning (if tested)		
Questions asked at end of interview		

Overall Summary

Total Score (max 115):

_____ / 115

Percentage: _____

Overall Rating:

Excellent
 Good
 Average
 Needs Work

Top 2 Strengths:

Top 2 Areas to Improve:

Overall Recommendation:

■ Ready ■ 1–2 sessions more ■ Intensive practice needed

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