

Global Guideline.

https://globalguideline.com/



Computer Systems Technology Instructor (CST Instru Job Interview Preparation Guide.

Question # 1

How do you evaluate success As Computer Systems Technology Instructor (CST Instru?

Answer:-

I evaluate success As Computer Systems Technology Instructor (CST Instru in different ways. At work, it is meeting the goals set by my supervisors and my fellow workers. It is my understanding, from talking to other employees, that the Global Guideline company is recognized for not only rewarding success but giving employees opportunity to grow as well.

Read More Answers.

Question # 2

What can you offer me that another person can't?

This is when you talk about your record of getting things done. Go into specifics from your resume and portfolio; show an employer your value and how you'd be an

You have to say, "I'm the best person for the job As Computer Systems Technology Instructor (CST Instru. I know there are other candidates who could fill this position, but my passion for excellence sets me apart from the pack. I am committed to always producing the best results. For example...

Question #3

What do you think about Teamwork?

I enjoy teamwork and am used to shift work. I think I would adapt well to the role. I am looking for new challenges As Computer Systems Technology Instructor (CST Instru and I know I would learn a lot as cabin crew, not just about people and places, but skills like first aid too, how can I help others with in my limits.

Read More Answers.

Question # 4

What experience do you have As Computer Systems Technology Instructor (CST Instru?

Answer:-

The employer would want to know that not only you can do the job but you can make the difference and bring significant contribution - Simple as that.

No doubt that this is your time to perform and present yourself - You have to introduce/sell yourself to the interviewer. Prepare your answer based on your qualification, professional experience and what you've already achieved in your previous jobs. This is your time to express why you think that your professional abilities fit into the job and its requirements.

Top 10 employment experience you'd want to review:

- Companies you worked for with dates
- * The positions you've held
- * Key projects and responsibilities
- * Achievements
- * Coursework & continues education * Expertise
- * Tools you used (software, hardware)
- * Knowledge of languages
- * Engagement with customers and key industry leaders
- * Team work you were involved (and your contribution)

Read More Answers.

Question # 5

What motivates you?

Answer:-



I've always been motivated by the challenge - in my last role, I was responsible for training our new recruits and having a 100% success rate in passing scores. I know that this job is very fast-paced and I'm more than up for the challenge. In fact, I thrive on it.

Read More Answers

Question # 6

What's your dream job?

Answer:-

Along similar lines, the interviewer wants to uncover whether this position As Computer Systems Technology Instructor (CST Instru is really in line with your ultimate career goals. While "an GGL star" might get you a few laughs, a better bet is to talk about your goals and ambitions-and why this job will get you closer to them.

Read More Answers.

Question #7

Why are you leaving last job?

Answer:-

Although this would seem like a simple question, it can easily become tricky. You shouldn't mention salary being a factor at this point As Computer Systems Technology Instructor (CST Instru. If you're currently employed, your response can focus on developing and expanding your career and even yourself. If you're current employer is downsizing, remain positive and brief. If your employer fired you, prepare a solid reason. Under no circumstance should you discuss any drama or negativity, always remain positive.

Read More Answers.

Question # 8

Why was there a gap in your employment As Computer Systems Technology Instructor (CST Instru?

Answer:-

If you were unemployed for a period of time, be direct and to the point about what you've been up to (and hopefully, that's a litany of impressive volunteer and other mind-enriching activities, like blogging or taking classes). Then, steer the conversation toward how you will do the job and contribute to the organization: "I decided to take a break at the time, but today I'm ready to contribute to this organization in the following ways."

Read More Answers.

Question #9

Would you like doing repetitive work?

Answer:

Why not, I am not only doing a repetitive work but also earning but also getting a good salary by the company As Computer Systems Technology Instructor (CST Instru. And second thing is that nothing is interesting in the life till we are not interested.

Read More Answers.

Question # 10

How would your former employer describe you?

Answer:-

In all likelihood, the interviewer will actually speak with your former employer so honesty is key. Answer as confidently and positively as possible and list all of the positive things your past employer would recognize about you. Do not make the mistake of simply saying you are responsible, organized, and dependable. Instead, include traits that are directly related to your work as a medical assistant, such as the ability to handle stressful situations and difficult patients, the way you kept meticulous records, and more.

Read More Answers.

Question # 11

Suppose there are three light switches outside a room. Inside is a single light bulb, controlled by one of the three switches. You need to determine which switch operates the bulb. You can turn the switches on and off as many times as you wish (they are all off to begin with), but may only enter the room once. There is no one there to help you. The door to the room is closed, and there are no windows, so you cannot see inside. How can you discover which switch operates the bulb?

Answer:-

Do the following steps:

- * 1. Turn ON two switches, and leave one OFF.
- * 2. Wait a few minutes.
- * 3. Turn one switch from ON to OFF. One is now ON and two are OFF
- * 4. Enter the room. If the light is ON, it is controlled by the switch you left ON. If the light bulb is OFF, touch it. If it is warm it is controlled by the switch you turned ON and OFF. If it is cold, it is controlled by the switch you never turned on.

Read More Answers.

Question # 12

What are your salary requirements As Computer Systems Technology Instructor (CST Instru?

Answer:

The #1 rule of answering this question is doing your research on what you should be paid by using site like Global Guideline. You'll likely come up with a range, and we recommend stating the highest number in that range that applies, based on your experience, education, and skills. Then, make sure the hiring manager knows that you're flexible. You're communicating that you know your skills are valuable, but that you want the job and are willing to negotiate.

Read More Answers.



Question # 13

What do you already know about our company?

Answer:-

Good reputation of a large home grown company that has various departments and product.

Read More Answers

Question # 14

What do you consider to be your weaknesses?

Answer-

What your interviewer is really trying to do with this question-beyond identifying any major red flags-is to gauge your self-awareness and honesty. So, "I can't meet a deadline to save my life As Computer Systems Technology Instructor (CST Instru" is not an option-but neither is "Nothing! I'm perfect!" Strike a balance by thinking of something that you struggle with but that you're working to improve. For example, maybe you've never been strong at public speaking, but you've recently volunteered to run meetings to help you be more comfortable when addressing a crowd.

Read More Answers.

Question #15

What have you done to reduce costs, increase revenue, or save time?

Answer-

Even if your only experience is an internship, you have likely created or streamlined a process that has contributed to the earning potential or efficiency of the practice. Choose at least one suitable example and explain how you got the idea, how you implemented the plan, and the benefits to the practice.

Read More Answers.

Question # 16

What other companies are you interviewing with?

Answer:

Companies ask this for a number of reasons, from wanting to see what the competition is for you to sniffing out whether you're serious about the industry. "Often the best approach is to mention that you are exploring a number of other similar options in the company's industry,". It can be helpful to mention that a common characteristic of all the jobs you are applying to is the opportunity to apply some critical abilities and skills that you possess. For example, you might say 'I am applying for several positions with IT consulting firms where I can analyze client needs and translate them to development teams in order to find solutions to technology problems.'

Read More Answers

Question # 17

Why do you feel you will excel at rhis job?

Answer:-

This question presents an excellent opportunity for you to discuss your education, qualifications and personal traits. You might say something like "I studied property management as well as behavior during my college years and I have two years' experience in real estate.

I can gauge the homes or apartments in which clients will be interested based solely upon the needs of their families. Finally, my organizational skills will allow me to schedule appointments or showings confidently and arrive for them punctually." This shows your interviewer that you have all of the skills necessary to become successful not only for yourself, but also for your employer.

Read More Answers.

Question #18

Do you like to start personal relationships with other employees?

Answer:-

Well, the right answer is yes and no. Good personal relations can improve the overall performance of a team. But on the other hand, you should not let your emotions to affect your decisions in work.

Read More Answers.

Question # 19

How do you handle stressful situations?

Answer:-

By remaining calm, weighing out all my options and executing a plan to get the situation resolve .

Read More Answers.

Question # 20

How would you observe the level of motivation of your subordinates?

Answer:

Choosing the right metrics and comparing productivity of everyone on daily basis is a good answer, doesn't matter in which company you apply for a supervisory role.

Read More Answers.

Question # 21

How would your friends describe you?



Answer:-

My friends would probably say that I'm extremely persistent - I've never been afraid to keep going back until I get what I want. When I worked as a program developer, recruiting keynote speakers for a major tech conference, I got one rejection after another - this was just the nature of the job. But I really wanted the big players - so I wouldn't take no for an answer. I kept going back to them every time there was a new company on board, or some new value proposition. Eventually, many of them actually said "yes" - the program turned out to be so great that we doubled our attendees from the year before. A lot of people might have given up after the first rejection, but it's just not in my nature. If I know something is possible, I have to keep trying until I get it.

Read More Answers.

Question # 22

What are three positive things your last boss would say about you?

Answer:-

It's time to pull out your old performance appraisals and boss's quotes. This is a great way to brag about yourself through someone else's words: "My boss has told me that I am the best designer he has ever had. He knows he can rely on me, and he likes my sense of humor."

Read More Answers.

Question # 23

What do you think we could do better or differently?

Answer-

This is a common one at startups. Hiring managers want to know that you not only have some background on the company, but that you're able to think critically about it and come to the table with new ideas. So, come with new ideas! What new features would you love to see? How could the company increase conversions? How could customer service be improved? You don't need to have the company's four-year strategy figured out, but do share your thoughts, and more importantly, show how your interests and expertise would lend themselves to the job.

Read More Answers.

Question # 24

What kind of salary do you need As Computer Systems Technology Instructor (CST Instru?

Answer:-

This is a loaded question and a nasty little game that you will probably lose if you answer first. So, do not answer it. Instead, say something like, that's a tough question. Can you tell me the range for this position? In most cases, the interviewer, taken off guard, will tell you. If not, say that it can depend on the details of the job. Then give a wide range.

Read More Answers

Question # 25

What type of work environment do you prefer?

Answer:

Ideally one that's similar to the environment of the company you're applying to. Be specific.

Read More Answers.

Question # 26

What types of personalities do you work with best?

Answer:-

In the past, I have found it difficult to work with others who see themselves as better than others, who can take criticism, and who refuse to work with others. I have found it challenging to work with them b/c I am a team oriented person who feels the importance of working together over the needs of the individual especially in a learning environment.

Read More Answers.

Question # 27

Where do you see yourself professionally five years from now As Computer Systems Technology Instructor (CST Instru?

Answer:-

Demonstrate both loyalty and ambition in the answer to this question. After sharing your personal ambition, it may be a good time to ask the interviewer if your ambitions match those of the company.

Read More Answers.

Question # 28

Are you planning to continue your studies and training As Computer Systems Technology Instructor (CST Instru?

Answer-

If asked about plans for continued education, companies typically look for applicants to tie independent goals with the aims of the employer. Interviewers consistently want to see motivation to learn and improve. Continuing education shows such desires, especially when potentials display interests in academia potentially benefiting the company.

Answering in terms of "I plan on continuing my studies in the technology field," when offered a question from a technology firm makes sense. Tailor answers about continued studies specific to desired job fields. Show interest in the industry and a desire to work long-term in said industry. Keep answers short and to the point, avoiding diatribes causing candidates to appear insincere.

Read More Answers.

Question # 29



Give an example of a time you successfully worked As Computer Systems Technology Instructor (CST Instru on a team?

Answer-

On the whole I prefer to stick to doing what I'm told rather than setting myself up to fail by doing things off my own bat. But there was this one time when I suggested to my boss at the pizza parlor that she try offering an 'all you can eat' deal to students to boost trade on Mondays. She thought it was an interesting idea but nothing ever came of it.

Read More Answers.

Question #30

How do you keep each member of the team involved and motivated?

Anower

Many managers mistakenly think that money is the prime motivator for their employees. However, according to surveys by several different companies, money is consistently ranked five or lower by most employees. So if money is not the best way to motivate your team, what is? Employees' three most important issues according to employees are:

- * Respect
- * A sense of accomplishment
- * Recognition

Read More Answers.

Question #31

How do you think I rate as an interviewer?

Answer:-

I think you did fine. I'm sure you've conducted a lot of interviews, and it's probably second nature for you now. Thanks for taking the time to meet with me today. I'm sure you have a lot of things you have to juggle every day.

I'd say you rate at least ten out of ten. The questions you asked seemed spot on. I can tell you guys are working hard to find the perfect applicant for the job. I'm glad I could meet with you.

Read More Answers.

Question #32

What was the most important task you ever had?

Answer:-

There are two common answers to this question that do little to impress recruiters:

- * 'I got a 2.1'
- * 'I passed my driving test'

No matter how proud you are of these achievements, they don't say anything exciting about you. When you're going for a graduate job, having a degree is hardly going to make you stand out from the crowd and neither is having a driving licence, which is a requirement of many jobs.

Read More Answers.

Question # 33

Tell us about a suggestion you have made that has benefited an organization you've worked for?

Answer:-

This is another opportunity to show the interviewer what you're capable of so make sure to be prepared for this type of question. Have an example ready and make sure its an example of a suggestion you've made that was accepted and that have positive influence. If you can come up with an example that relates to the position you're applying for that would be even better.

Read More Answers.

Question #34

What is the most irritating thing you've experienced about your co-workers?

Answer:-

This question is designed to find out if you get along well on team, with other and whether or not you'll be a fit with the interviewer's organization. It's a trap. Think real hard but fail to come up anything that irritated you about your co-workers. A short positive response is best.

Read More Answers.

Question #35

What do you consider to be your greatest strength?

Answer:

There isn't any right answer. Just make sure to make your response positive and true. A few good examples include: Your ability to solve complex problems, Your ability to work well on a team, Your ability to shine under pressure, Your ability to focus in chaotic situations, Your ability to prioritize and organize, Your ability to cut through the fluff to identify the real issues, Your ability to influence other positively. If your strength relates to the position in question that will be more beneficial - but again be honest, don't create a strength for yourself just because you think it will sound good.

Read More Answers

Question # 36

What would your previous employer say is your greatest strength?

Answer:

Be prepared for this question. If you have to sit and think about it it's going to appear as if you're not sure or that you've never identified your own value in the work



place - not good. You don't have to have a complex response. Keep it simple and honest. For example, several possibilities could be Leadership, Problem solving ability, Initiative, Energy, Work ethic, Innovative, etc., etc.

Read More Answers.

Question #37

What have you learned from mistakes on the job?

Answer:-

Candidates without specific examples often do not seem credible. However, the example shared should be fairly inconsequential, unintentional, and a learned lesson should be gleaned from it. Moving ahead without group assistance while assigned to a group project meant to be collaborative is a good example.

Read More Answers.

Question #38

Why are you interested in working As Computer Systems Technology Instructor (CST Instru for [insert company name here]?

Answer:-

Bad Answer: They don't have a good reason, or provide a generic answer, "I think it represents a great opportunity."

Good answer: One that shows they've done research on the company, and are truly excited about specific things they can do at the job. This not only shows enthusiasm for the work and basic preparation skills, gives you clues about the cultural fit.

Read More Answers.

Question #39

Tell me why do you want this job As Computer Systems Technology Instructor (CST Instru?

Answer:-

Bad Answer: No solid answer, answers that don't align with what the job actually offers, or uninspired answers that show your position is just another of the many jobs they're applying for.

Good answer: The candidate has clear reasons for wanting the job that show enthusiasm for the work and the position, and knowledge about the company and job.

Read More Answers.

Question # 40

If you felt like you were hitting the proverbial "wall" and getting burned out, what would you do to re-energize yourself?

Answer:

Take a break to rest. Work in smaller increments of time to increase focus with breaks in between. Delegate tasks to those that are willing to help.

Read More Answers.

Question # 41

Tell me about a difficult decision you've made in the last year As Computer Systems Technology Instructor (CST Instru?

Answer:-

We all have difficult decisions in our lives. Show how you were able to arrive at it and then how you decisively acted.

Read More Answers.

Question # 42

Tell me about a time you had to fire a friend?

Answer:

Hopefully you've never had to do this, but if you did, talk about how hard it was personally to fire anyone but that you did it objectively.

Read More Answers.

Question # 43

Why do you want to work in this industry As Computer Systems Technology Instructor (CST Instru?

Answer:-

Make sure you research the industry first. Then find at least 3 core things about that industry that you're passionate about (for example: how their solutions impact clients, their culture, the leadership, etc)

Read More Answers.

Question # 44

What did you major in and why?

Answer:

Tell them your major and the motivations behind why you chose it and how it's helped to prep your of this potential job.

Read More Answers.

Question # 45

What's been your biggest failure to date?

Answer:-

Describe your biggest failure and discuss what you've learned from it and ideally how you've been successful since because of that lesson.



Read More Answers

Question # 46

What are three positive characteristics you wish you had?

Answer:

The key here is to be honest about your wish list but then to describe how you plan on developing or growing those characteristics so that it becomes a reality. For example, I wish I had a stronger work ethic and I am reading a book right now about how to instill a better discipline around getting work done efficiently.

Read More Answers

Question # 47

Describe what a bad work environment would look like to you As Computer Systems Technology Instructor (CST Instru?)

Answer:-

There could be a multitude of things to discuss here: Business ethics (wrongdoing), inconsiderate teammates, non-supportive management, a product that does not do what you're promising customers and so forth.

Read More Answers.

Question # 48

How important is the vision of the company to you?

Anewor.

It should be very important if you want a long standing career. Remember, you're investing your time, energy and earnings potential into a company so you want to make sure it's a sustainably successful company that will grow with you over the long haul.

Read More Answers.

Question # 49

What are your thoughts on failure?

Answer:-

Failure happens. It's a part of life. The key is understanding that you can't be perfect at everything and more importantly you're going to learn from failures to come out stronger.

Read More Answers

Question # 50

What's the most rewarding work you've ever done and why?

Answer:-

Companies love it when you discuss how you've made an impact on your teammates, clients, or partners in the business or in school. It should be rewarding because of the hard work and creative process that you've put into it.

Read More Answers.

Question # 51

How good are you at problem solving?

Answer:-

Describe the problem first and then discuss how you were able to fix it.

Read More Answers.

Question # 52

How open are you to relocation?

Answer:-

If you're not, then say you're not. Don't lie about it just to get the job. There's no point if you won't move for the job anyway and lying is unethical. If you are open to relocation As Computer Systems Technology Instructor (CST Instru, let them know which areas you'd be willing to relocate to.

Read More Answers.

Question # 53

What general trends do you see in our industry?

Answer:-

Examine what's happened in the industry in the last 5 - 10 years and how it's evolved and then look at what both the company and analysts are saying about the future of that industry in which that company competes in. Read trade magazines / online sources in that industry as well to make sure you stay up to date on trends.

Read More Answers

Question # 54

Give me a few examples of how you're results oriented?

Answer:

Make you give an example where you discuss details and metrics. For example, I was a tutor in my last job and mentored 5 students on their SAT test taking skills and raised their scores by 15% on average after a 3 month teaching stint.



Read More Answers.

Question #55

What would you do if our competitor offered you a position As Computer Systems Technology Instructor (CST Instru?

Answer:-

I would weigh the offer and consider it, however, this company and this role is my first choice.

Read More Answers.

Question # 56

What techniques and tools do you use to keep yourself organized As Computer Systems Technology Instructor (CST Instru?

Answer:-

Utilizing a calendar, having a notebook with your "to do" list, focusing on your top 3 priorities each and every day, utilizing a systematic way of storing documents on your computer (like box.net)

Read More Answers.

Question # 57

What do you ultimately want to become?

Answer:-

Do you want to be an entry level worker As Computer Systems Technology Instructor (CST Instru? Do you want to be a leader? Do you want to be an entrepreneur? Do you want to be a philanthropist? Do you want to be in middle management? Ask yourself these questions to figure it out.

Read More Answers.

Question #58

How would you feel about working for someone who knows less than you As Computer Systems Technology Instructor (CST Instru?

Answer:-

The reality is, the majority of the time someone is in a management/leadership position is because of their experience and past success. So they probably possess at least a unique set of knowledge from you. So you'll want to learn from them as much as possible. If it's not the case, then discuss how you would look for mentors in different departments to help your personal career development.

Read More Answers.

Question # 59

Tell me the difference between good and exceptional?

Answer:

Good gets the job done on time and is high quality. Exceptional is a game changer - it stands out, it's creative, it's above and beyond expectations. Tell the interviewer a story about how you were exceptional.

Read More Answers.

Question # 60

Who are your heroes?

Answer:-

Have at least one person you consider a hero or role model. Be ready to explain why they are a hero to you and how they've inspired you to be a better person.

Read More Answers.

Question # 61

What do you know about this department?

Answer:-

One good way to find out about the department is to try to "informally" interview the existing employees over coffee (outside of the office) if possible. It's hard if you don't have any connections there, but if you do a great way to learn about it. Other than that, it's often hard to learn about the department so you can turn the table back on them by asking questions to learn about it.

Read More Answers.

Question #62

How do you take "No" for an answer?

Answer-

You want to be persistent enough to understand why someone is saying no so that you could potentially convince them otherwise with a sound reason. However, if they are still saying "no" to you, then you need to humbly accept their position and move on.

Read More Answers.

Question # 63

Describe a time when you had to help a coworker out that did not directly benefit you?

Answer:-

There should be many times where you've assisted others As Computer Systems Technology Instructor (CST Instru. If you haven't, think of how you would in the



future. You can discuss charitable causes, how you mentored someone, and so on.

Read More Answers.

Question #64

Do you have good manners? What types of people need to be treated with good manners?

Answer:-

You should have good manners. Everyone should be treated with courtesy and respect.

Read More Answers.

Question #65

Do you work better on a team, with just one partner, or alone?

Answer:-

Ideally you can handle all three well, but you may have a personal preference for one or a few. The key is to make sure you understand what the job is looking for and to pair your answer with that (assuming it's true)

Read More Answers.

Question # 66

What have you done to prepare yourself to be a supervisor?

Answer:-

- 1. Learn from current supervisors (best practices)
- 2. Mentor others
- 3. Be exceptionally good at your current job so that it builds your credibility
- 4. Have a high emotional IQ

Read More Answers.

Question # 67

What is the most important quality a supervisor should have?

Answer:-

The ability to inspire / lead a team towards one common vision.

Read More Answers.

Question # 68

Why did you select the University _____?

Answer:-

Discuss the academic program, the extracurricular program(s), the school spirit, the quality of your peers, and the professors.

Read More Answers.

Question # 69

How much time do you need to join the organization As Computer Systems Technology Instructor (CST Instru?

Answer:

You should be able to join it right away, barring plans you've already made (family travel, vacation, other obligations). The key is to simply be open in communication of what's already committed on your schedule. Most companies are accommodating. If they are not, weight the importance of joining that company vs. your plans.

Read More Answers.

Question # 70

Are you aggressive?

Answer:-

If you are, describe it through a story / experience that you had. If you aren't, then explain why you're not. If the job role asks for you to be aggressive/not aggressive and you're the opposite of it, explain how you would develop that characteristic.

Read More Answers.

Question #71

What specific steps do you utilize in solving workplace problems?

Answer:-

Analyze the problem As Computer Systems Technology Instructor (CST Instru. Discuss possible remedies and resulting outcomes. Decide on the remedy and track results. Re-visit problem if it's not resolved.

Read More Answers.

Question # 72

What kind of work interests you the least As Computer Systems Technology Instructor (CST Instru?

Answer:-



What bores you? What fails to challenge you? What fails to excite you? Read More Answers.

Question #73

How do you ensure all of your work gets accomplished in a productive manner?

Answer:

The key is to prioritize what's important in your work and to stay organized to accomplish the tasks. A strong work ethic also helps. Read More Answers.

Training Most Popular Interview Topics.

- 1: <u>Training Coordinator Frequently Asked Interview Questions and Answers Guide.</u>
- 2 : Volunteer Coordinator Frequently Asked Interview Questions and Answers Guide.
- 3: <u>Technical Trainer Frequently Asked Interview Questions and Answers Guide.</u>

About Global Guideline.

Global Guideline is a platform to develop your own skills with thousands of job interview questions and web tutorials for fresher's and experienced candidates. These interview questions and web tutorials will help you strengthen your technical skills, prepare for the interviews and quickly revise the concepts. Global Guideline invite you to unlock your potentials with thousands of Interview Questions and Answers. Learn the most common technologies Interview Questions and Answers. We will help you to explore the resources of the World Wide Web and develop your own skills from the basics to the advanced. Here you will learn anything quite easily and you will really enjoy while learning. Global Guideline will help you to become a professional and Expert, well prepared for the future.

- * This PDF was generated from https://www.GlobalGuideline.com at **December 14th, 2023**
- * If any answer or question is incorrect or inappropriate or you have correct answer or you found any problem in this document then don't hesitate feel free and <u>e-mail us</u> we will fix it.

You can follow us on FaceBook for latest Jobs, Updates and other interviews material. www.facebook.com/InterviewQuestionsAnswers

Follow us on Twitter for latest Jobs and interview preparation guides https://twitter.com/InterviewGuide

Best Of Luck.

Global Guideline Team https://GlobalGuideline.com Info@globalguideline.com