

Dressing for Success!  
JP Taravella Marketing/Academy of Finance/Business Students



You will be faced with the “What should I wear?” question many times in your life as you prepare for job interviews, meetings, awards ceremonies, business dinners, and other occasions that call for you to present your best image. You’ll have your Marketing and Business teachers to thank for helping you learn and practice this important life skill! And you may find, like many of your fellow students have, that dressing for success may make a difference in getting the job you want!



Dr. Randall Hansen, Webmaster of Quintessential Careers, asks, “Should you be judged by what you wear? Perhaps not, but the reality is, of course, that you *are* judged. Throughout the entire job-seeking process employers use short-cuts to save time. With cover letters, it’s the opening paragraph and a quick scan of your qualifications. With resumes, it is a quick scan of your accomplishments. With the job interview, it is how you’re dressed that sets the tone of the interview.”

To practice this art of projecting a great image, you are required to follow the guidelines below on **the first and third Wednesday of each month** during the school year (unless otherwise advised by your teacher). You will receive a grade for your participation each dress day.

**Mark your calendar!**

**Your First Casual Business Dress Day this year: Wednesday, September \_\_\_\_\_ !**

Your guidelines for creating a winning appearance (and to let you know how you will be graded) are on the **reverse side** of this handout. To learn more about WHY it’s important that you learn this skill, and to see additional recommendations for dressing for success, visit the following web sites:

<http://jobsearch.about.com/od/interviewsnetworking/a/dressforsuccess.htm>

<http://www.youtube.com/watch?v=uy1GhS-MWJ8&feature=related>

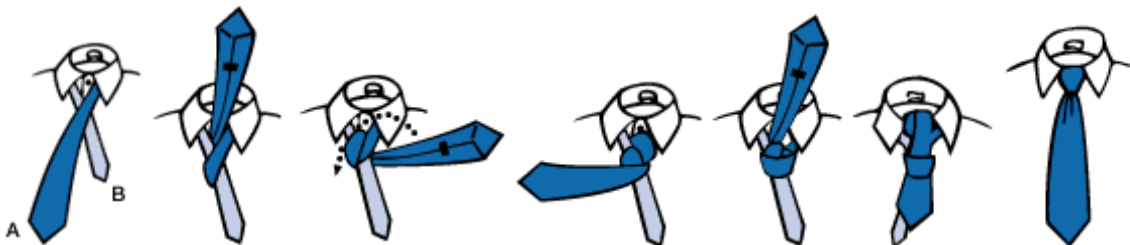
[http://www.youtube.com/watch?v=zS2ik\\_UOzhE](http://www.youtube.com/watch?v=zS2ik_UOzhE)

Gentlemen, if you need practice tying a tie, visit these sites:

<http://www.totieatie.com/>

<http://www.tie-a-tie.net/>

<http://www.brooksbrothers.com/tieknots/tieknots.tem>



## What to wear on BUSINESS CASUAL DRESS DAYS 1<sup>st</sup> Wednesday of each month

<b>Men</b> - Polo shirt (or other collared polo), TUCKED IN, & wearing a belt. No tee-shirts. No sweatshirts.
<b>Women</b> - Polo (or other button-down blouse) tucked in. Belt needed, if shirt style should be tucked in. No tee-shirts, no midriffs, & no hoodies.
Long khaki pants (ex. Dockers, Dickies, Chinos) or neat jeans (no holes, tears) No shorts, even long ones!
Casual shoes (Sneakers are OK, but no flip-flops or open toe sandals)
*** If you <b>have</b> paid DECA dues and received your DECA polo, you <b>must</b> wear your DECA polo to receive points (see guide below).
<b>TOTAL POSSIBLE POINTS PER OCCURRENCE: 50</b>

## What to wear on PROFESSIONAL DRESS DAYS 3<sup>rd</sup> Wednesday of each month

<b>WOMEN</b>
Clothing should be neat, clean and pressed.
Skirt (hem just above the knee, no mini) with panty hose OR
Dress pants (no low cut, skin-tight pants)
Dress blouse or sweater. No midriffs.
Simple jewelry or none at all
Hair neatly groomed
Clean, closed heel/toe shoes (No sandals, sneakers)
Simple, natural-looking make-up
<b>TOTAL POSSIBLE POINTS PER OCCURRENCE: 50</b>

<b>MEN</b>
Clothing should be neat, clean and pressed.
Button-down, collared dress shirt, which <b>MUST</b> be tucked in
Dress pants (ex. Dockers, slacks). No jeans, no cargo pants, no shorts.
A tie, properly knotted (no clip-on...No kidding!)
Hair (including facial hair) neatly groomed
Clean, polished dress shoes (No sandals, sneakers, or boots)
Pants must be belted at your waist (belt should match your shoes).
<b>TOTAL POSSIBLE POINTS PER OCCURRENCE: 50</b>

\*\*\*\* Not dressing correctly for the day **will** result in a failing grade. Also, you need to stay dressed **the entire school day or risk the loss of those points.** (JPT teachers support our business dress days) If you are absent excused on that day, you can earn full points by dressing correctly the next day of class only.