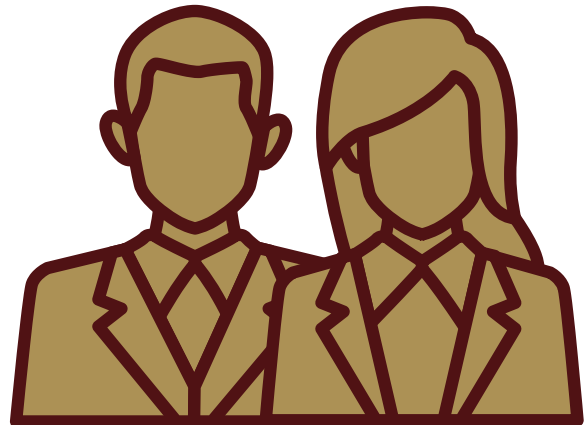


PROFESSIONAL DRESS ETIQUETTE

Whether you are interviewing for a new job or networking with your colleagues, you want to make a good impression. Professional dress expectations can vary from office to office and supervisor to supervisor and interpreting it can feel overwhelming. You can never go wrong with being more formal and conservative in a professional environment. Research the company and see what level of formality they expect in an interview and for business professional attire. Strict rules have become more relaxed over the last two decades, and more in between. You want others to focus on your skills and knowledge versus a distracting article of clothing.



Go up to the next level of formality or layer pieces if you are unsure. It's easier to take off a tie or remove a blazer than not to have it at all.



Try on your planned outfit before the day of the interview, that way you will know if it still fits and if it is in good shape.



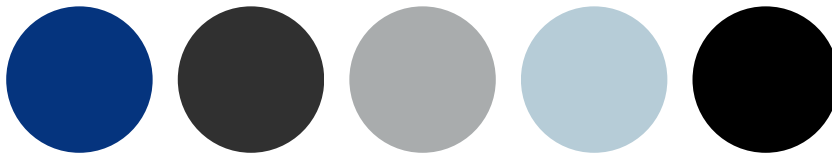
This advice is written with a focus on gender-normative expectations, this is still currently an expectation in many businesses despite things slowly changing. Many of the tips listed below are gender fluid and appropriate for anyone to wear, for example, a button-down shirt.

INTERVIEW ATTIRE AND BUSINESS PROFESSIONAL FOR WOMEN

DRESS CONVENTIONALLY

If the company has a formal dress code- be conservative. Business professional is the most conservative dress code and appropriate for an interview. Employers use dress as their first judge of professionalism. Even if they say it's business casual, still wear professional attire.

- Wear a matching suit with pants, or a skirt, in a darker color like black or navy. You can also wear a statement dress in a jewel tone or a dark color like gray or black, but ensure the dress has sleeves or add a blazer.
- Dresses or skirts should be comfortable, but fitted, with skirts falling just below the knee.
- Pair your suit with a dressy blouse, preferably a button-up, and minimal accessories.
- If it is important for you to show personality or individual style, try using bold colors in moderation through accessories.



PROFESSIONAL HANDBAG OR BRIEFCASE

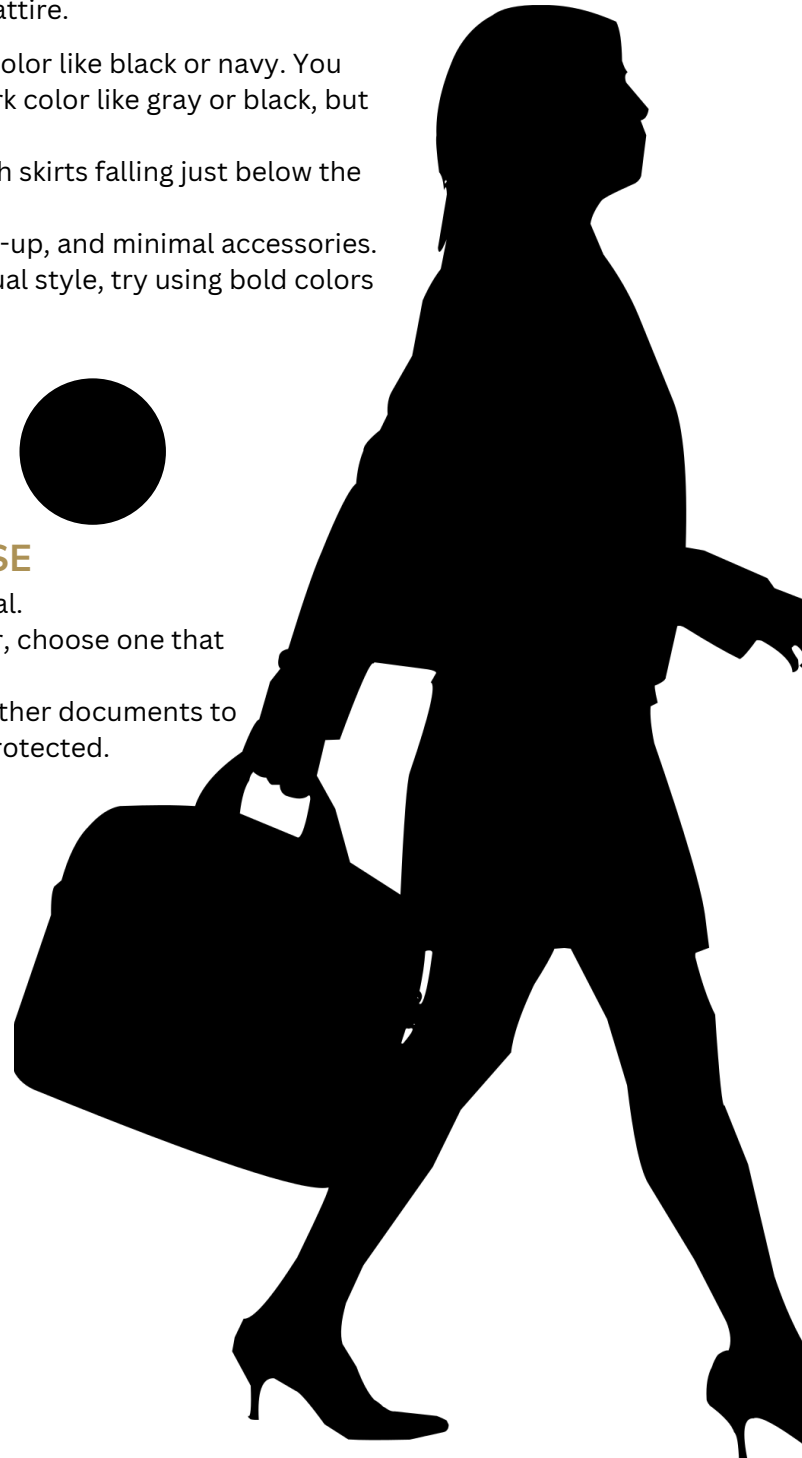
- Your handbag/briefcase should be sleek and professional.
- Get a darker color like black or brown. If you pick leather, choose one that matches your shoes or other leather accessories.
- If you are bringing copies of your resume, portfolio, or other documents to the interview, make sure they fit neatly inside and are protected.

If you do choose to wear a heel it is preferred to be 3 inches or shorter.



FOOTWEAR

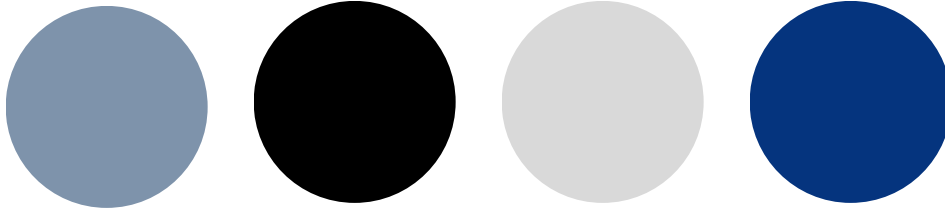
- Wear closed-toe shoes.
- Use solid neutral colors like black, brown, or blue.
- Your footwear should be clean and in good condition.
- A dressy flat in a neutral color is also acceptable if you prefer not to wear heels, in very few formal industries it is expected for women to wear heels



INTERVIEW ATTIRE AND BUSINESS PROFESSIONAL FOR MEN DRESS CONVENTIONALLY

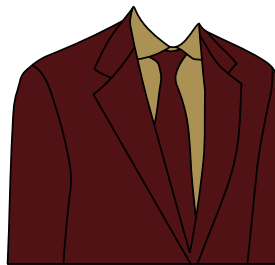
Business professional is the most conservative dress code and appropriate for an interview.

- It is expected to wear a suit in a darker color like black or navy.
- Always wear neutral or formal business colors like black, blue or gray.
- Unless you're told otherwise, keep it formal with a blazer.
- Pair the blazer with a tie, button-down shirt and slacks.



SHIRTS AND TIES

- It is widely accepted to wear a white or light blue button-down shirt with a dark tie, slacks and a matching blazer.
- If an employer says you can be more casual, wear a shirt or tie with a pattern, but only one or the other.
- Stick to modest designs such as stripes or checkers for your ties.
- To show personality or individual style, wear a bold color or pattern in moderation.

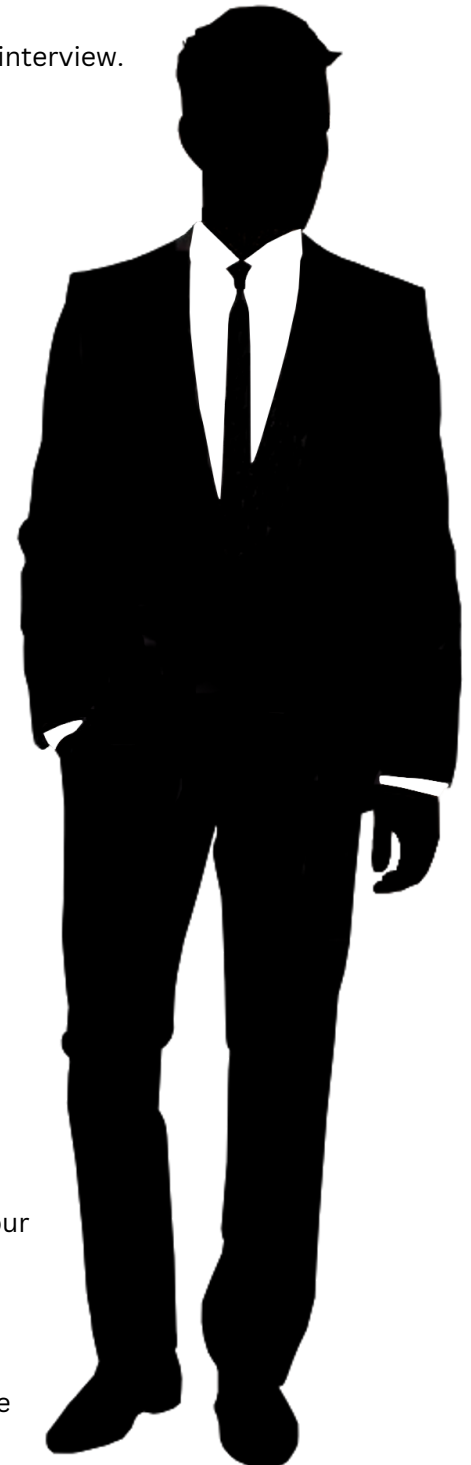


BELT AND FOOTWEAR

- Wear a belt with your pants and match your belt to your shoes.
- Wear closed-toe dress shoes, like a loafer.
- Wear solid neutral colors like black, brown, or blue.
- Footwear should be clean and in good condition.
- Wear socks for a professional interview that match the rest of your wardrobe.

PROFESSIONAL BAG OR BRIEFCASE

• If you are bringing copies of your resume, portfolio, or other documents to the interview, use a briefcase or professional bag and make sure they fit neatly inside and are protected.



Create different interview looks by mixing and matching your shirts and ties.

SMART CASUAL

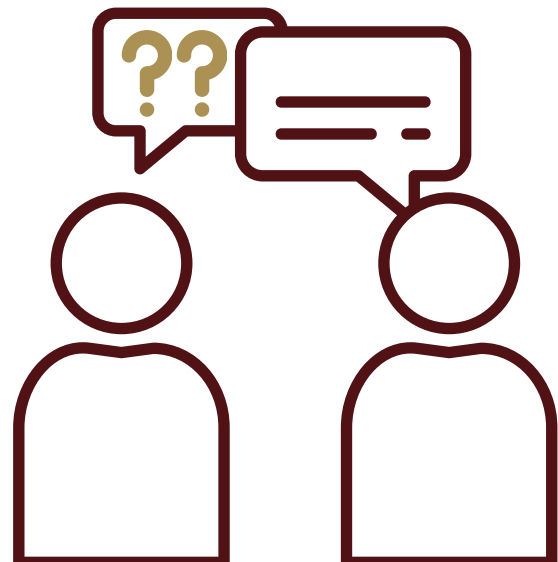
Smart casual is in between business professional and business casual attire, mixing levels of formality with personal style, defined by intentionality and attention to detail while dressing.



Your attire should be good for after-work socializing, networking, or a professional social event. Bright colors are acceptable, just use them sparingly to avoid looking overly casual.

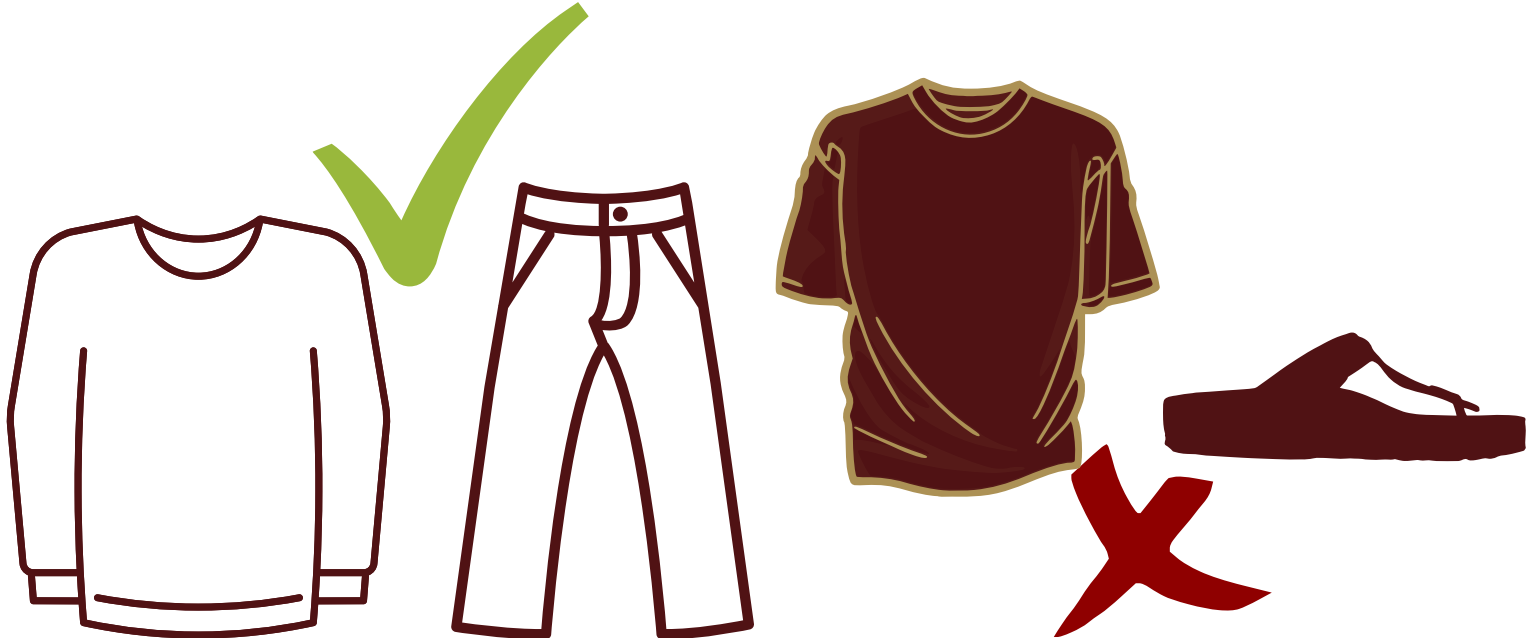
- Tweed or corduroy blazers and light-colored suits are acceptable.
- Mixing suit pieces is part of this dress style (e.g., chinos with a dark blazer, a suit with a casual shirt with a pattern, adding in colors).
- Chinos or dress pants are great choices. Dark-wash denim that's more fitted and tailored is also acceptable, do not wear distressed jeans with rips.
- Wear shoes like oxfords, ballet flats, loafers, ankle boots, wedges, and low-to-mid heel types that are clean and scuff-free.
- Sheath dresses, jumpsuits, and collared dress shirts also look relaxed and refined.
- Statement watches, bracelets and necklaces in moderation are acceptable and should enhance a polished and refined look

If you're a new employee, ask about expectations and norms for professional attire in your new job.



BUSINESS CASUAL

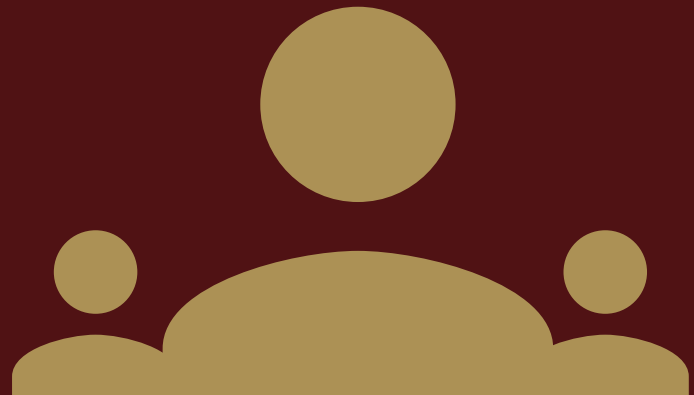
Business casual is the most relaxed look for the office, however- it is still office wear. Casual for home is not accepted., below are a few industry standards for this attire.



- Tops should be comfortable, professional, and conservative (e.g., button-down shirts paired with a cardigan, a simple top with a blazer or a knit sweater). Don't wear slouchy or oversized sweaters, ill-fitting clothes, plunging necklines and fabric that wrinkles easily.
- Tuck button down shirts into your pants or skirt for a polished look. You can also wear khaki or cotton pants, as long as they look professional.
- Wear black or brown closed-toe flats, pumps, or low heels that are not scuffed, scratched, or dirty. Avoid strapped sandals, flip-flops, sky-high stilettos, sneakers, or brightly colored shoes.
- Jewelry should be simple and professional.
- Wear a polo shirt with khakis for a more professional look.
- If you're not sure if jeans are appropriate in your office, wear slacks or dress pants until you find out.

If you're not sure or are about to start a new job, ask Human Resources about dress code.

This style provides the most opportunity to add personality through either color or pattern.



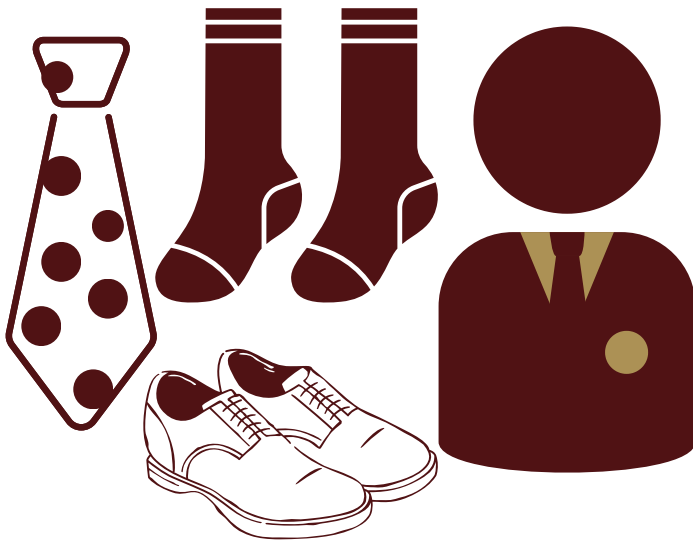
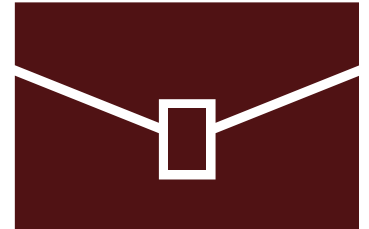


COCKTAIL ATTIRE

Cocktail attire may be required for holiday parties or formal celebrations. Although more fancy than office attire, it is still a work event so stay away from anything too sporty, tight, revealing, or flashy.

WOMEN

- You can wear a knee-length dress (floor-length for more formal occasions) or experiment with two-piece ensembles/jumpsuits if that is more your style.
- Solid colors are universally flattering and stay away from sequins.
- Wear heels if possible to add that extra touch of formality expected at these events. Flats work if paired appropriately.
- Accessories such as a clutch will complete your look and express your personal style.



MEN

- A suit and tie are typical
- Black tie, socks, and shoes are great. An interesting pattern on your tie or colored socks can work for cocktail attire.
- Wear well-shined shoes such as brogues, oxfords, or monk-straps.
- Small accessories like a pocket square will complete your look.

Black is a safe and versatile color for investment pieces.