

# **Lesson 4: Dressing for the Interview,**

## **Dressing for the Job**

**Student Guide Pages: 266-268**

**Lesson Objectives:** By the end of the lesson, your students will know:

- the importance of putting their best foot forward in an interview and on the job
- which items are appropriate and which are inappropriate.
- the importance of a professional handshake, eye contact, and posture

**Lesson Summary:**

Candidates are judged within seconds based on the way they look. Though this seems unfair, it's extremely important to make the right impression. There are several factors that determine a favorable impression clothing, posture and gait, handshake, and eye contact. Not only can these impact the outcome of an interview, but they can also be a key factor on the job.

Possible resource:

1. <http://jobsearch.about.com/od/interviewattire/a/interviewdress.htm>

## Review Questions:

- What would be considered appropriate or inappropriate for an interview?

**Answer:** Gentlemen should always consider a suit or sport jacket with a button-down shirt and tie and polished shoes with a matching color belt. Very minimal jewelry should be worn, though a watch is sufficient. Women should consider a dress or skirt with a pressed blouse. You may include a jacket or vest. Dress slacks are also acceptable. Shoes must always be fresh, without scuffs or clicking heel tabs. Save the strappy sandals for your evening out on the town! Wear minimal jewelry, and make sure your nails are neat and clean. Makeup and hair should be tame for an interview.

- What are the four most important aspects of making an impression in an interview and on the job?

**Answer:**

1. appropriate wardrobe
2. firm but not painful handshake

3. eye contact throughout the interview
4. excellent posture

### **Homework:**

Have students research appropriate interview wardrobes online and report their findings.

### **Class Activity:**

Students should wear their chosen interview outfit to class, and allow others in the classroom to critique their choice. They can practice their handshake, eye contact, and posture with each other. Sometimes we don't realize we're slouching or walking with our shoulders slumped until someone else observes it and tells us.

### **Additional Information:**

The smallest thing can set the tone for an interview. Always step into the washroom and give yourself a onceover. Is your hair sticking up? Is there anything in your teeth? Is there a spot on your shirt, jacket, dress, or blouse? Those flaws are the first things an interviewer will notice, so give them nothing to distract them from your talent and education.

**Fun Facts:**

Some people bring their pets to an interview. If you're considering that, *don't*. It's just as important to remember to spit out your gum.

**Notes:** \_\_\_\_\_  
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