

Dressing for Interviews

Before you say a single word to the interviewer, you have already 1. _____ based on how you're dressed. Every company has a different dress code; how you dress at the job may have very little to do with how you dress for an interview.

Men

Dress in a manner that is professionally appropriate to the position for which you are applying. In almost all cases, this means wearing a suit. "Suit" means a matching jacket and pants, dress shirt, tie, 2 _____ socks and dress shoes. A dark-coloured suit with a light coloured shirt is your best option. Your suit should be comfortable and fit you well 3 _____ you look and act your best. There is a difference between not yet feeling 4 _____ in a suit and trying to fit into the same suit you wore to your sister's wedding when you were 15.

Shower or bathe the morning of the interview. Wear deodorant. Don't wear cologne or aftershave. You don't want to smell 5 _____ or worse, cause an allergic reaction. Make sure you have fresh breath. Brush your teeth before you leave for the interview, and don't eat before the interview. Don't smoke right before an interview. Your hair should be neat, clean, and conservative.

While it may be appropriate to dress more casually for a second interview, you must still dress professionally. It's much better to be too 6 _____ than too casual. A good 7 _____ is to dress like your boss. Shoes should be well-polished and in good condition, not scuffed or run-down at the heels. They should also match your belt.

Women

Generally, you should wear a suit with a skirt or pants. Your suit should be comfortable and fit you well; if your waistband is cutting you in half or your jacket is too tight, you won't look or act your best. Interview suits should be simple and dark in colour. Anything tight, bright, short, or sheer should absolutely be avoided. Knee-length skirts 8 _____ best. Wear a conservative blouse with your suit. Do not wear bright colours, animal prints, or anything lacy, sheer, or low-cut.

Make-up and nail polish should be 9 _____ and flattering; shades that are neutral to your skin tone are generally advisable. Avoid bright or unusual colours or very long nails. Keep your jewellery and hair accessories to a minimum, and 10 _____ those that are not flashy, distracting, or shiny. One ring per hand is best.

Shoes should be conservative and 11 _____ low-heeled. Don't wear shoes with an open toe or back; any shoes you would wear on a date or to a club are probably inappropriate.

Your hair should be neat, clean, and conservatively styled. Banana clips, brightly-coloured scrunchies or elastics, and cheerleader-type ponytails look 12 _____ with a suit. You may want to wear your hair in an updo, pull it back into a low ponytail, or wear a barrette. The idea is to look polished and professional, not to advertise what a creative genius your hairdresser is.

Dressing professionally shows respect for yourself, the interviewer, and the company. You may not have to dress like this every day, but you are more likely to 13 _____ when you present yourself in a professional manner and 14 _____ to attend to details.

(Adapted from <https://careerwork.msu.edu/jobs-internships/appearance-and-attire/dressing-for-interviews.html>)

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|--------------------------|------------------------------|-----------------------|------------------------------|
| 1. a) made an impression | b) make an impression | c) made impression | d) made an impressions |
| 2. a) coordinate | b) coordinating | c) coordinated | d) coordinates |
| 3. a) so far | b) so there | c) so that | d) so much |
| 4. a) ease | b) ease up | c) with ease | d) at ease |
| 5. a) overpower | b) overpowered | c) overpowering | d) empowered |
| 6. a) dressed up | b) dressed up | c) dressed down | d) dressed in |
| 7. rule of thumb | b) thumbs down | c) thumbs up | d) all thumbs |
| 8. a) have suggested | b) suggested | c) are suggested | d) would have been suggested |
| 9. a) overstated | b) overstating | c) understating | d) understated |
| 10. a) stick to | b) stick around | c) stick out | d) stick by |
| 11. a) fairly | b) fairly | c) fearfully | d) fealty |
| 12. a) out of pocket | b) out of print | c) out of place | d) out of plumb |
| 13. a) be take seriously | b) have been taken seriously | c) be taken seriously | d) took seriously |
| 14. a) take the time | b) all the time | c) run out of time | d) at one time |