

LESSON 13

DRESSING FOR WORK

● KEY POINT YOUR BUSINESS STYLE

Do you pay attention to the way you dress?
How do people dress in your company or organization?
Are there any rules?
How does dressing affect your career?

DEFINITION:

Tendency: Trend.

Every work environment has a dress code. Sometimes they are obvious sometimes not. Consider how you dress in your work place and it can have a profound impact on your career. Read GQs commentary on dressing for work.



Time 30 Minutes

Vocabulary Dressing

Key Points Your business style

Grammar Conditionals

Objectives To read about dressing for work

● VOCABULARY AND EXPRESSION BUILDERS

Unsure: I am not certain how to do this.
He was unsure about his decision.

Casually: Something that is not formal.
He dresses casually.

Corporate culture: The environment in companies.

Corporate culture is important to understand.

To match it: It must be the same. Try and make them similar.

They matched the donation.

A bow tie: They wanted formal dress at the event so I put on a suit and bowtie.

He wore bow tie to the event.

According to: Based on someone or something.
According to the lawyer, they must respect the law.

Trend setter: The tendency in the office is formal clothes.

He is always fashionable and a trend setter.

Dress code: Rules for dressing in an organization or company.

The dress code in the company was formal.

Profound impact: Strong impression.

The way you dress can have a profound impact on your career.

Tendency: Trend.

The tendency is to dress informally.

Trap: Locked in.

It is easy to fall into the trap of informal dress.

Match: To go with.

He matched his clothes well. His ties and suits complimented each other well.

GQ: An American men's magazine.

He reads GQ to find out about professional dressing styles.

SENTENCE BUILDERS

Read each sentence out loud several times.

1. I am not sure if the corporate culture in my new company is casual.
2. According to GQ magazine you should not wear a bow tie to the office.
3. The dress code at work is not for trend setters.
4. The way you dress can have a profound impact on your career.
5. An effective strategy is to match the dressing style of your boss

COMPREHENSION BUILDERS

GQ magazine

A commentary

Jeff Fielding.

Presenting Yourself for Work. A “how to” Guide.

“Good clothes open all doors.”

Thomas Fuller. British Author.



Do you wear a suit to work every day? Do you have a dress code? Is it important? When was the last time you bought clothes for work? What did you consider? Read about how to dress for work as GQ sees it.

In a very competitive work environment our dressing style can have a profound impact on our careers. How do you dress to maximize your career possibilities? What exactly is the difference between a strong impact and too much? “Perhaps one of the biggest mistakes employees make is dressing too casually for a job” says Jamie Walters a business professor at the University of Michigan in Ann Arbor. “If you are unsure, you should dress conservatively. We have a tendency to dress down in our informal work environment. Do not fall into that trap. The best solution is to understand the corporate culture you are working in and to match it. “

When a senior boss in your company is looking for the next manager and you have been arriving at work dressed like you have just gotten out of bed, will you be on her prospect list? Probably not. This is your objective, right? Even if it isn't, do not dress to get fired. Remember the following. Communication is a form of respect and understanding. Dressing is a form of communication. Respecting is a sign of cooperation and team work. In other words, sending the right signals.

The expression “fake it till you make it” applies here. It is important to find the right balance, so once you think there is a possibility of a career migration, play the part of that role. “Where do you want to go?” Walters suggests further, that you should look at the direction you are interested in and match what you are seeing. “Being a trend setter is for executives that have already established themselves. Don't come to work in a bow tie unless you are the boss.”

There is a story of the employee who started in the lowest position of the company and moved up in her career imitating every one of her bosses complimenting their style until she became CEO of one of the largest companies in London. Remember you are dressing to attract positive attention from your office colleagues and not from the people you are meeting at the bar after work.

COMPREHENSION BUILDERS

Dressing styles vary according to culture so be careful in which country you have business activities and if you work internationally find out how they dress in their culture. It is such an effective way to make a strong impact.

GQ magazine (Gentlemen's Quarterly)
Jeff Fielding

QUESTIONS

1. "Good clothes opens all doors " This expression means the following:
 - a) you need to be careful about how you dress
 - b) expensive fancy clothes get you promotions
 - c) dressing well give you opportunities
2. When your boss is looking to promote someone, _____.
 - a) you should dress expensively
 - b) you should look like you have just gotten out of bed
 - c) you should dress the part you want to become
3. "fake it 'til you make it" means _____.
 - a) pretending until you achieve the part you want
 - b) to not play the role
 - c) to find a fake way to make it
4. When you are in a different culture you _____.
 - a) should be sensitive
 - b) can do what you like
 - c) might ask how they dress

TECHNIQUE BUILDERS (Using a few, few, a little, or little.)

If we go shopping will you come along?
I will see if he is in.
If we go shopping will you come along?
I will see if he is in.

Use

The conditional is used when there are conditions in one sentence.

Structure.

In one clause there is if with the condition and in the other there is the consequence of the condition.

So

(Clause 1) If + present simple
(Clause 2) Will (future simple)

Example

If you want to go to London we will go next summer.
I will look into it if you want.

EXERCISES

Complete the verbs in the sentences creating conditional events.

1. If on the one hand you (to wear) _____ jeans on casual Fridays you will be too informal but on the other you (to fit) _____ with the style of the company.
2. He will get a good promotion if he (to dress) _____ in business suits.
3. Look at those people. What do they do? They are in the advertising industry if they (to behave) _____ so casually.
4. If you think dressing inexpensively is possible you (to be) _____ in for a surprise when you go shopping next time.
5. I (to go) _____ out after work with my colleagues if they are fun.
6. He will want to dress casually if he (to choose) _____ to respect the corporate culture.
7. You will wear a tie to the event if you (to want) _____ to be like the others.
8. If you want to be a trend setter you (to wear) _____ casually on Mondays too.
9. According to GQ magazine, if you (to dress) _____ well you will be successful. But what is dressing well?
10. If I am unsure I (to wear) _____ a business suit to meet colleagues.