Dressing for Success: Men
Your Professional Appearance

What you wear is a reflection of you, and sets the tone for how you will be perceived in business and professional settings.

Your attire should communicate you are a confident professional who:

- Respects yourself and your employer
- "Fits" the company culture
- Understands employer expectations
- Represents your company
- Exudes the confidence necessary to succeed in business

When in doubt, it is better to be overdressed than too casual, as it pays a compliment to your host.

If you are unsure about the dress code or what is appropriate for a particular event, don’t be afraid to ask!
Business Professional Guidelines

- Two-piece suit in navy, black or gray, with a two-button jacket
- Select a tie with a simple pattern that complements the color of your suit
- Your tie should just cover your belt buckle when worn
- Button-down dress shirt in conservative color and pattern
- Polished leather dress shoe that complements the color of your suit
- Dark socks, mid-calf length that match pant color
- Dark, formal leather belt
- Conservative watch
- No earrings (if you normally wear one, remove for event)
- Conservative hair cut; closely cropped facial hair
- Clean, trimmed nails
- Minimal (or no) cologne
- Portfolio or light briefcase
Business Professional Attire
Jackets & Ties

The following links provide step-by-step instructions to tying your tie:

- [www.totieatie.com](http://www.totieatie.com)
- [www.tie-a-tie.net](http://www.tie-a-tie.net)

When wearing a suit jacket while standing:

- Button only the top button (two-button jacket)
- Button only the top two buttons (three-button jacket)

When you are seated, all buttons can be undone.
Business Casual Guidelines

Crisp, neat and appropriate even for a chance meeting with the CEO

- Tan, gray, navy or black pants, neatly pressed
- Long-sleeve, button-down shirt
- Sweater over button-down
- Sport coat is optional; no tie necessary if wearing jacket
- Polo/golf shirt is acceptable only if you know the environment will be outdoors and casual
- Leather shoes and belt; no athletic shoes
- Dress socks should complement pants and shoes
Business Casual Attire
Shop Smart!

- Buy clothing that can be used in multiple settings; classic and well-made items can be used for business professional and business casual situations.

- Choose neutral and classic items that can be worn with a variety of shirts, ties, and jackets.

- Select high-quality and easy-to-maintain fabrics, which are not expensive to launder and travel well.

- Having only one or two suits is fine; you can vary your look by wearing different shirts and ties.

- Avoid purchasing trendy items that will go out of style easily and quickly; choose classic styles that are professional and timeless.

- You don’t need to shop for your business attire at name-brand, expensive stores; quality and professional items can easily be found at Target, JC Penney, Kohl’s, Sears, Macy’s, Men’s Warehouse, and other common retail locations, discount stores, and department stores.