



Professional attire and interview readiness

Volume 75 | Gr. 6-12
Time: 3-4 class periods



National FCS Standards:

1.2.8 Demonstrate employability skills, work ethics, and professionalism.

13.2 Analyze personal needs and characteristics and their effects on interpersonal relationships.

13.5 Demonstrate teamwork and leadership skills in the family, workplace, and community.

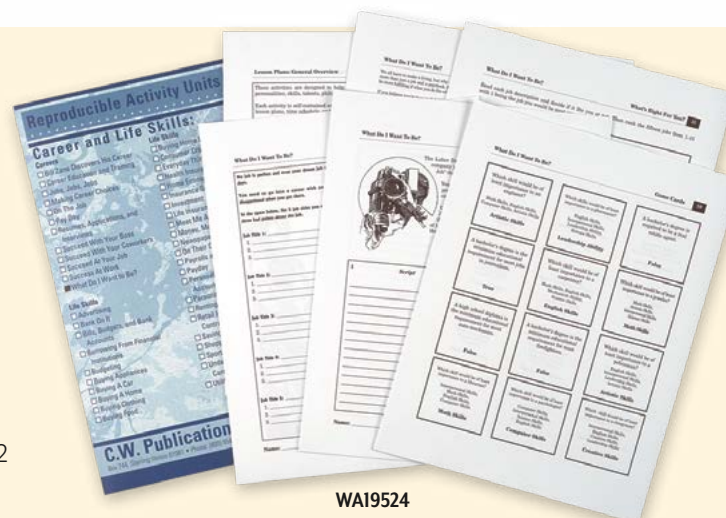
13.6.3 Apply critical thinking and ethical standards when making judgments and taking action.

Materials

- Bitmoji App
- Included reproducibles

Optional Materials

- Careers Bingo ([WA35131](#))
- 5-Minute Career Activities ([WA27898](#))
- Resumes, Applications, & Interviews ([WA19524](#))
- Public Speaking:
A Nasco SEL Passport Kit for Grades 6-12 ([NE40287](#))



WA19524

Objectives

Students will...

- Analyze various types of attire for the workplace
- Explain business casual dress and appropriate work attire
- Understand the importance of dressing well for an interview
- Learn how to apply for a job and prepare for an interview

Activity 1: Understanding dress codes and business casual

1. Introduce the concept of various dress codes and their relevance in different work environments.
2. Then, have students fill out Part 1 of the “What is appropriate work attire?” worksheet on p. 3.
3. Conduct a class discussion on different interpretations of business casual and why companies might have varying definitions.
4. Then break students into groups and assign groups the different professions listed on Part 2 of the worksheet. Have groups research specific dress requirements for each profession and attire costs and then present their findings to the class.
5. Then have students work on Part 3 of the worksheet individually. They should research and list two careers of interest, noting the required outfits and explaining the appropriateness of attire in those professions.



Activity 2: Professional attire Bitmojis

1. Start by discussing the significance of dressing well for job interviews and its impact on making a positive impression.
2. Then have students choose one of the careers they listed and use the Bitmoji app to create an avatar reflecting the proper attire for a job interview for that profession.
3. Assign partners and have students present their Bitmoji career and attire choices to partners, discussing why they chose those outfits.

Activity 3: Interview practice

1. Let students know they will be conducting mock interviews. Discuss interview dos and don'ts, emphasizing professionalism, body language, and effective communication skills.
2. Then, have each student research and prepare five tailored interview questions for their partner's chosen profession. They can use the “Sample interview questions” on p. 5 but should make sure they are tailoring their questions to the chosen profession. Students should use the sample questions to prepare for their interviews.
3. Then, have students practice filling out an application, writing a resume, and writing a cover letter with these templates: [Resumes, Applications, and Interviews](#).
4. When ready, have one partner submit their application and resume to their partner and answer their partner's interview questions. Then have them switch roles.
5. After the first round of interviews, have students complete Part 1 of the “Interview reflection” sheet on p. 4., assessing their preparedness and identifying challenging questions and areas for improvement.
6. Encourage students to provide constructive feedback to their partners regarding attire choices (from the Bitmoji exercise), communication, and overall interview performance.
7. Then, have students conduct a second round of mock interviews. After the second interview, have students fill out the remaining questions on their reflection sheet.



Extension activities

Guest speaker: Invite a local professional or career counselor to discuss the importance of attire in job interviews and provide tips for dressing professionally.

Fashion show: Organize a “Professional Attire Fashion Show.” Encourage students to model and display appropriate outfits for various professions. Have students explain their outfit choices and the significance of their attire for the specific job.

Interactive workshops: Arrange interactive workshops on ironing techniques, tying ties, grooming tips, and attire maintenance. Invite professionals or experts to demonstrate proper attire handling and care. Allow students to practice these skills with guidance.

Industry panel discussion: Organize a panel discussion with professionals from diverse industries. Discuss dress codes, interview expectations, and the role of attire in various professions. Allow students to ask questions and gain insights into industry-specific expectations.

What is appropriate work attire?

Name: _____ Date: _____

Part 1

Describe what business casual attire is. _____

What is inappropriate to wear with a business casual dress code? _____

What is a casual Friday? _____

What would be ok to wear on casual Friday and not ok to wear on casual Friday? _____

Part 2

Research the cost of job-related attire for the following professions.

Construction/jobsite needs – steel-toed work boots, T-shirt, jeans, tool belt _____

Medical professional - scrubs, comfortable shoes _____

Hospitality worker - non-slip shoes, black pants, white shirt, apron _____

Finance worker - Business professional attire _____

Part 3

Write down two careers you are interested in and the types of outfits that are required for them.

1. _____

2. _____

Interview reflection

Name: _____ Date: _____

Part 1

I felt prepared for my interview: *yes/no*

Why did you or why didn't you feel prepared? _____

Which question(s) was the most difficult to answer? Why? _____

How could you have been better prepared for your interview? _____

What would you do differently next time? _____

Part 2

How was your second interview different? _____

Did you feel more confident or less confident? Why? _____

Would you do anything differently if you did the interview again? _____

Sample interview questions

Name: _____ Date: _____

Tell me a little about yourself. _____

Why did you apply for this job? _____

What are three of your strengths? _____

What are three of your weaknesses? _____

Tell me three words that describe you. _____

Describe the perfect supervisor. _____

In your opinion, what is the ideal company? _____

What makes you want to work for this company? _____

What makes you the best candidate for this job? _____

Why should we hire you? _____

