

Tips for Women



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1. As with men, business suits are still the preferred attire for professional women.

2. Fit is important, so find a tailor to customize the fit of the suit to your frame. Know your color palette. The classic color differences of winter, spring, summer and fall is a simple concept that will help you look your best.

3. Skirts should be at knee length or slightly above the knee. Longer ones look old-fashioned and shorter ones scream "ready for a night out." Dress pants should never fit too tightly or create a bulge just above the waist.

4. Add a dash of color to your suit with accessories such as a scarf or a small patterned shirt. Personalize your outfit with classic jewelry such as a watch, pin or small earrings. You can still show some style, even if you work in a conservative environment.

5. To bare or not to bare? The debate continues. Pantyhose are a woman's worst enemy, but if you are working in a conservative business environment, it is best to wear hose. Stick with nude as a color with no line up the back and make sure there are no runs. If you are in a more liberal work environment, take your cue from the senior staff as to whether you should wear hose.

6. Shoe heels should be no more than three inches high and avoid heels that clunk when you walk. A classic pump is always a good choice.

7. Hairstyles and makeup should be kept to a minimum. For example, don't wear ponytail scrunchies in your hair or bright purple eye shadow. Keep your nails neat and trimmed and never use loud nail colors.

8. As for a handbag, simple is best. Don't carry fabric handbags into a professional setting. It is better to splurge on a nice leather bag of reasonable size.

When you dress professionally, you show the world that you are competent, confident, in tune with your position and have an eye for detail. These traits are all important if you hope to have success in your job.

Good luck, and we'll see you at the top. ■

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