

# G.A.P.S PRESENTS: DRESS FOR SUCCESS

Business Formal, Professional, Casual and Smart Casual



# What is Business Attire?

Business attire refers to the clothing worn in professional settings, which can vary depending on the industry, company culture, and specific occasion. Here are the main categories:

1. **Business Formal**
2. **Business Professional**
3. **Business Casual**
4. **Smart Casual**



# Business Formal

## Business Formal:

This is the most formal type of attire. For men, it typically includes a dark suit, dress shirt, tie, and dress shoes. For women, it may involve a tailored suit, conservative dress, or blouse with dress pants or a skirt, paired with closed-toe shoes.

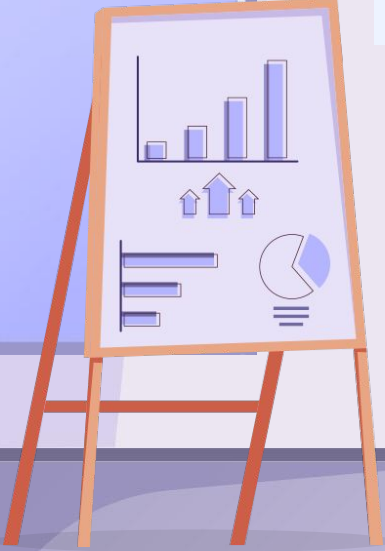
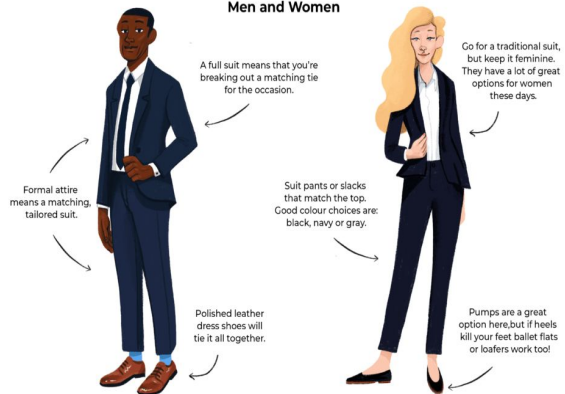


## Business Formal



## Business Formal

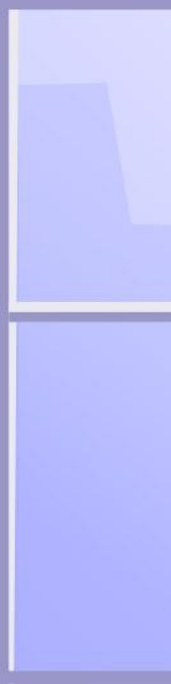
### Men and Women



# Business Professional

## Business Professional:

Slightly less formal than business formal, this includes suits, but with more flexibility in colors and patterns. Men might wear dress shirts without a tie, while women can opt for dressy blouses and slacks.



### BUSINESS PROFESSIONAL - SUIT COLORS

by Restart Your Style



### BUSINESS PROFESSIONAL WORKWEAR Capsule

				
BEIGE BLAZER	NAVY BLAZER	BLACK BLAZER	GRAY BLAZER	
				
BEIGE PANT	NAVY PANT	BLACK PANT	SKIRT	CLASSIC DRESS
				
WHITE BUTTON UP	WHITE CREWNECK	BLACK CREWNECK	TOTE	
				

LIFEWITHJAZZ.COM



# Business Casual

## Business Casual:

This attire is more relaxed but still professional. Men might wear dress slacks or chinos with a polo or button-down shirt, while women could choose tailored pants or skirts with blouses. Closed-toe shoes are generally preferred.





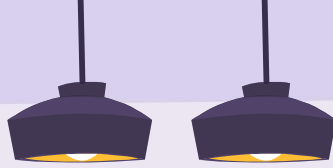




## Smart Casual:

A step down from business casual, smart casual can include items like dark jeans or chinos paired with a blazer or a stylish top. It's still polished but allows for more personal expression.

**Smart Casual**



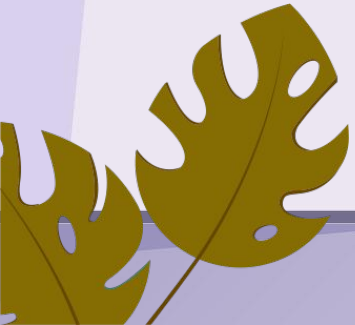
SMART CASUAL WORKWEAR  
*Capsule*

TRENCH COAT	BEIGE BLAZER	NAVY BLAZER	BLACK BLAZER
CASHMERE SWEATER	CARDIGAN	WHITE/CREAM PANT	BLUE JEANS
BLACK PANT	WHITE CREWNECK	WHITE BUTTON UP	BLACK CREWNECK
BLACK BUTTON UP	BLACK BUTTON UP	LAPTOP TOTE	BLACK BUTTON UP
BLACK LOAFER	BROWN LOAFER	WHITE LOAFER	BLACK LOAFER

LIFEWITHIAZZ.COM

**DRESS**  
*for*  
**Success**

Forsyth County Schools



# What **NOT** to Wear

## What to Wear?

**Say YES to:**  
Clean lines | Solid colors | Simple patterns | Clothing that fits you & your body type | Neutral colored bottoms (pants, skirts, trousers)  
Limited Jewelry & Accessories | Tailored jackets/blazer/sport coat | *For Women:* Skirts that hit just above the knee | Polished shoes



*You can never go wrong with the more conservative choice. It is always better to be overdressed than under!*

**Just say NO to:**  
T-shirts | Jeans (regardless of how they fit) | Hooded parkas | Short dresses | Baggy | Low cut tops | Cargo pants  
Clothing too tight or too baggy | Shorts | Uggs/Slip-ons | Tennis Shoes | Flip Flops



*It may be cute and fashionable, but that does not mean it is the right thing to wear when making a first impression.*

**Still not sure?! E-mail or call us and we'll help you out.**  
260-481-6807 | [stat@ipfw.edu](mailto:stat@ipfw.edu)

1. T-shirts: Unless they are part of a branded uniform, T-shirts are usually too casual.
2. Jeans: Unless the workplace allows for business casual, ripped or distressed jeans are generally unacceptable.
3. Shorts
4. Flip-flops or casual sandals
5. Athletic wear: Sweatpants, gym shorts, and workout gear.
6. Graphic clothing
7. Revealing clothing: Skirts that are too short, low-cut tops, or anything that shows too much skin is generally not appropriate.
8. Sweatshirts and hoodies
9. Wrinkled or dirty clothes:
10. Casual hats: Baseball caps and beanies are typically too informal.

**These guidelines can vary by industry, so it's always a good idea to observe what your colleagues wear and adjust accordingly!**





GARY ALUMNI PATHWAY TO STUDENTS

