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| **TEXAS CTE LESSON PLAN**[www.txcte.org](http://www.txcte.org) |
| **Lesson Identification and TEKS Addressed** |
| **Career Cluster** | Career Development |
| **Course Name** | Investigating Careers |
| **Lesson/Unit Title** | Dress for Success |
| **TEKS Student Expectations** | **127.2. (c) Knowledge and Skills**(5) The student investigates job-seeking skills. The student is expected to:(B) describe appropriate appearance for an interview |
| **Basic Direct Teach Lesson**(Includes Special Education Modifications/Accommodations and one English Language Proficiency Standards (ELPS) Strategy) |
| **Instructional Objectives** |  **Students will:*** Understand the importance of dressing well for an interview
* Analyze various types of attire for the workplace
* Describe components of acceptable dress for an interview
* Explain various definitions of business casual dress and discuss why companies have different definitions of business casual
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| **Rationale** | If you had a job interview tomorrow, do you have clothes in your closet that would be considered appropriate? Which outfit would you wear? What rules or guidelines would you follow when making your decision? How would you determine what is appropriate? |
| **Duration of Lesson** | Two 45-minute class period |
| **Word Wall/Key Vocabulary***(ELPS c1a, c, f; c2b; c3a, b, d; c4c; c5b) PDAS II (5)* | **Appearance:** The way someone or something looks**Business Casual:** In general, business casual means dressing professionally, looking relaxed, yet neat and pulled together. The interpretation of business casual differs widely among organizations and is often a cause of confusion**Classic:** An event that has become a tradition**Fad:** A practice or interest followed for a time with exaggerated zeal**Formal wear (formal dress, evening wear):** General terms for clothing suitable for formal social events, such as a wedding, formal garden party or dinner, debutante cotillion or dance**Interview:** A formal consultation usually to evaluate qualifications (as of a prospective student or employee)**Professional:** Exhibiting a courteous, conscientious, and generally businesslike manner in the workplace**Smart Casual:** Smart casual (as distinct from business casual) is a loosely defined dress code; casual, yet “smart” (i.e. “neat”) enough to conform to the particular standards of certain Western social groups |
| **Materials/Specialized Equipment Needed** |  **Equipment:*** Computer with projector for multimedia presentation
* Presenter/remote
* Computer lab with internet access
* Copies of handouts

**PowerPoint:*** Dress for Success

**Technology:*** Dress for successAdvice from an HR Executive and a Fashion Representative on dressing for success.<http://www.youtube.com/watch?v=n0DFwGy8wUg>
* Dressing for work: Work, interview, business casual and special occasionFavorite wear to work outfits<http://youtu.be/FxOV7TsS3Zk>
* How to Tie a Full Windsor KnotHow to tie a full Windsor knot. To make following the video easier, I’ve flipped the image so it’s a mirror reflection of you. My right is your right and my left are your left. For more manly advice, check out artofmanliness.com<http://youtu.be/P-ms1eo9Aas>

 **Websites:*** Career Spots Interview Dress for Men and WomenAppearance can make or break your job search. Fashion experts show the pitfalls and advise young women on what to wear.<http://www.careerspots.com/vidplay_links_ext.aspx?aid=81&apass=Dl5pmkUkCgrc4jVqwwDp7w==&vidnum=4&=&>

**Graphic Organizer:*** KWL – Dress for Success

**Handouts:*** Dress for Success Assignment Rubric
* Dress for Success Dos and Don’ts
* Note-taking: Dress for Success
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| **Anticipatory Set**(May include pre-assessment for prior knowledge) | **Prior to the lesson:**Have students collect and bring in newspapers or printouts of online newspapers with help wanted ads.Before class begins: Divide student desks/tables into three groups.As class begins, provide each group with several newspaper or Internet clippings of help wanted ads. Assign each group one of the following clusters: Education and Training, Hospitality and Tourism and Human Services. Tell students to find as many ads for the cluster assigned as possible in ten minutes. After the ten-minute time period, allow for a class discussion about the jobs found.Ask the following questions:* What job(s) did you find in the Education and Training cluster?
* What skill(s) are required for the job?
* What job(s) did you find in the Hospitality and Tourism cluster?
* What skill(s) are required for the job?
* What job(s) did you find in the Human Services cluster?
* What skill(s) are required for the job?
* Where else can you find job postings?
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| **Direct Instruction \*** | Introduce objectives, terms, and definitions.Distribute copies of the graphic organizer, KWL Chart – Dress for Success, and have students fill out the first two columns of the chart. Ask students to write down what they already know about the topic in the first column and what they want to learn about the topic in the second column. The last column will be completed during lesson closure.Distribute handout, Note-taking – Dressing for Success, and introduce PowerPoint, Dress for Success. Students will be expected to take notes while viewing the slide presentationWhen you get to slide 7, distribute handout Job Interview Dos and Don’ts or have students take out a sheet of paper and # from 1 – 12.Teacher Script: I’m going to show you 12 slides, one right after the other. Each slide will have a number and a different picture. Look closely at the clothing worn by the individual represented on each slide. Ask yourself if what they are wearing is appropriate for a job interview. Write YES or NO on the corresponding number on your handout.Once you have had the opportunity to view all twelve slides, you will exchange papers with a classmate and we will review each slide to identify the correct answers.Continue viewing and discussing the remainder of the slide presentation.*Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:** check for understanding
* providing assistance with note-taking
* providing extra time for oral response
* frequent feedback
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| **Guided Practice \*** | Using the list generated in the anticipatory set, have students create a five-day wardrobe for an individual within the career field assigned. Students may use the website <http://www.polyvore.com/cgi/app> to create and publish a wardrobe for a five-day work week. Templates are provided on the website for both men and women’s clothing.As an alternative to the assignment, students could use magazine cut-outs to create a poster of a five-day wardrobe for an individual within the career field assigned. Another possible alternative to the assignment, students could use [www.glogster.com](http://www.glogster.com) to create an online interactive poster of a five-day wardrobe for an individual within the career field assigned.*Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:** check for understanding
* providing extra time for oral response
* frequent feedback
* providing peer tutoring
* reducing length of assignment
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| **Independent Practice/Laboratory Experience/Differentiated Activities \*** | Students will work independently or with a partner researching and collecting data for their assignment. Students will complete their assignments and begin presentations.*Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:** check for understanding
* providing extra time for oral response
* frequent feedback
* providing peer tutoring
* reducing length of assignment
* assisting student in gathering information
* providing praise and encouragement
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| **Lesson Closure** | Review objectives, terms, and definitions.Complete graphic organizer, KWL Chart – Dress for Success, to analyze what they have learned about dressing for success. |
| **Summative/End of Lesson Assessment \***  | Student oral presentations will be assessed with appropriate rubric provided during Guided Practice.*Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:** grading according to work done
* providing praise and encouragement
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| **References/Resources/****Teacher Preparation** |  **Websites:*** Dressing for Interview SuccessHow to dress professionally for an interview<http://www.collegegrad.com/jobsearch/Competitive-Interview-Prep/Dressing-for-Interview-Success>
* PolyvoreTemplates to create and publish a wardrobe<http://www.polyvore.com/cgi/app>

Tarleton State University: Dress to Impress – Professional Attire TSU provides illustrations, videos, and articles to help you prepare for any professional occasion<http://www.tarleton.edu/careerservices/Students/dress-to-impress.html> |
| **Additional Required Components** |
| **English Language Proficiency Standards (ELPS) Strategies** | * Word wall
* Draw visual representations of terms on word wall
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| **College and Career Readiness Connection[[1]](#footnote-1)** |  |
| **Recommended Strategies** |
| **Reading Strategies** | Promote the use of the pre-reading strategy prediction.Print, distribute and discuss Resume and job hunt from <http://blog.nwjobs.com/careercenter/job-interview_outfit_dos_and_donts.html.>Print, distribute and discuss Dressing (teachers) for success from <http://www.educationworld.com/a_admin/admin/admin422_a.shtml.> |
| **Quotes** | The best career advice given to the young is: Find out what you like doing best and get someone to pay you for doing it. **-Katherine Whitehorn**Your outlook upon life, your estimate of yourself, your estimate of your value is largely colored by your environment. Your whole career will be modified, shaped, molded by your surroundings, by the character of the people with whom you come in contact every day.**- Orison Swett Marden**Community colleges play an important role in helping people transition between careers by providing the retooling they need to take on a new career.**-Barack Obama**It’s not what you achieve, it’s what you overcome. That’s what defines your career.**-Carlton Fisk** |
| **Writing Strategies****Journal Entries + 1 Additional Writing Strategy** |  **Journal entries:*** List sources to use to locate employment.
* What should an interviewee avoid wearing during an interview? Why?
* Why is it important to dress professionally during an interview?

**Writing strategy:*** RAFT (Role/Audience/Format/Topic) writing strategy:
	+ Role: Recruiter
	+ Audience: First time job seekers
	+ Format: Informational
	+ Topic: What you can do to look your best for an interview
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| **Communication****90 Second Speech Topics** | * Why is it important to create a good first impression?
* The do’s and don’ts of interview attire include…
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| **Other Essential Lesson Components** |
| **Enrichment Activity**(e.g., homework assignment) | Have students create a school-wide Dress for Success Day. For example, students could create Power Mondays or Dress for Success Fridays, with specific clothing expectations such as shirt, tie, belt, slacks, no gym shoes for male students, blouse, and dress slacks or skirt, or dress (dresses and skirts must be knee length or longer), no leggings or spandex for female students. |
| **Family/Community Connection** | Ask a local clothing boutique or department store to speak to the class about proper interview attire, and to possibly bring samples for students to see. |
| **CTSO connection(s)** | **Family, Career, and Community Leaders of America (FCCLA)**<http://texasfccla.org>**STAR Events:*** Job InterviewAn individual event – recognizes participants who use Family and Consumer Sciences and/or related occupations skills to develop a portfolio, participate in an interview, and communicate a personal understanding of job requirements.

**Texas Association of Future Educators (TAFE)**<http://tafeonline.org>**TAFE Events:**Job Interview |
| **Service Learning Projects** | Successful service learning project ideas originate from student concerns and needs. Allow students to brainstorm about service projects pertaining to lesson. For additional information on service learning see <http://www.servicelearningtexas.org>Possible idea:Organize a professional interview clothing drive. All donations could benefit those in need of interview clothing – local women’s crisis center, local Child Protective Services unit for aging out (18+ years) children. This project would work with a community partner who could house the clothing after they are collected.CTSO fundraising idea – Dress for Success Day. Following district/campus fundraising guidelines, paper bracelets could be sold for $2 – $5 dollars. Students with purchased bracelets would then be allowed to DRESSFORSUCCESS on a specific day, following specific clothing expectations. |

1. Visit the Texas College and Career Readiness Standards at <http://www.thecb.state.tx.us/collegereadiness/CRS.pdf>, Texas Higher Education Coordinating Board (THECB), 2009. [↑](#footnote-ref-1)