

			C14-L1
Personal Appearance	Core Competency: C14	Level 1, Introductory	
Demonstrate appropriate appearance			
Time to complete: 120 minutes			
Objectives	Upon completion of this lesson students will be able to: <ol style="list-style-type: none"> 1. Demonstrate an understanding of good personal hygiene and grooming skills. 2. Identify appropriate appearance for a job interview 		
Cross Competencies	G49 Provide constructive feedback G51 Demonstrate politeness and civility H63 Demonstrate an attitude that attracts the attention of management H77 Demonstrate ability to self-evaluate and develop a continuous improvement (career development) plan.		
Core Standards	Career and Vocational/Technical Education: Content Standard 2 Workplace Competencies: Content Standard 4		
Resources			
Materials in Lesson Plan	Other Supplies Required	Supplemental Resources	
<ul style="list-style-type: none"> • C14L1PP1 Dress for Success • C14L1ACT1 Dress for Success Survey 	<ul style="list-style-type: none"> • Computer and printers 	<ul style="list-style-type: none"> • Magazines • List of businesses to contact 	

MCA	Portfolio Project	Guest Speakers	Program of Work
		Invite employers, personnel from the Job Service, public health nurse or beauty/hair consultants to discuss and/or demonstrate techniques for appropriate personal appearance	
Civic Engagement	Indian Education for All	Career Pathways	Competitive Events
<ul style="list-style-type: none"> • Organize a personal care kit drive. • Students could organize a clothes swap 			Most Professional School

Suggested Instructional Approach		Notes
Introduction	First impressions are important. Many people will make initial judgments based upon a person's appearance. Part of this first impression includes personal hygiene and grooming. If necessary, be certain to note cultural differences regarding appropriate dress and grooming. Posture, in addition to contributing to our personal appearance, can affect our health. Stiff necks, breathing problems, back aches, headaches and other painful symptoms can be a result of poor posture.	
Preparation	<ul style="list-style-type: none"> • Make copies of student handouts. • Arrange for cameras and easy printing options • If you will be doing supplemental activities, make copies or arrange for the resource as needed. 	
	<ol style="list-style-type: none"> 1. Why does the appearance of an applicant impact employers decisions? 2. Present C12L1PPT1 Dress for Success. Follow with discussion. 3. Distribute C14L1WS1 Dress for Success. Review information and directions with the student. 4. Discuss how appropriate clothing and appearance for employees and professionals has changed over the past several decades. 	
Assessment	Dress for Success Worksheet	
Supplemental Activities	<ul style="list-style-type: none"> • Have students dress in their interview clothes for an evaluation • Students could organize a clothes swap to help all students have the appropriate clothes • Students could participate or organize a clothes drive to collect clothing appropriate for interviews and jobs. A local shelter or aid organization may partner in the activity. • Organize a personal care kit drive. Students collect materials like shampoo, toothpaste and combs which are put into kits. These kits can be distributed through a local agency, school community resource groups, or sent to soldiers overseas. • Invite employers, personnel from the Job Service, public health nurse or beauty/hair consultants to discuss and/or demonstrate techniques for appropriate personal appearance. 	