

Dress Code



This week...

Jack and Chris are talking about the dress code. They are considering relaxing the dress code to motivate their staff.

Lesson Objectives...

- Discussing dress codes
- Talking about rules

Business English Conversation

Basic Class

Warm Up – Topic Question



Does the company you work for have a strict dress code?

*Create simple sentences using the vocabulary

1. smart
2. bought
3. wear
4. morale

The **morale** in the office is very low recently.



1. **Actually, I wanted to talk to you about something else.**
2. **We're thinking of** making a few changes to our policies.
3. **Have you considered** applying for a transfer?
4. **We still need to** enforce the existing rules.

- Words
- Phrases

Chris	Thanks for coming to see me, Jack. You're looking smart today.
Jack	Thanks, Chris. I bought a new suit.
Chris	Actually, I wanted to talk to you about the dress code.
Jack	Really? What's up with the dress code?
Chris	We're thinking of relaxing it. We want to reward the staff for their hard work.
Jack	That makes sense. Have you considered doing a dress-down Friday?
Chris	That means people wear whatever they want one day a week, right?
Jack	That's right. It is great for morale . We still need to dress smart for meeting clients, though.

1. Actually, I wanted to talk to you about
2. We're thinking of
3. Have you considered?
4. We still need to

Responses - Prepositions

*please select the most appropriate response for each item below:

1. A: What should I wear the meeting?
B: Something formal, but not too formal!

at / of / to

2. A: Are you ready to come to the boardroom?
B: I'll be there in a minute. I just need to put my jacket

about / on / in

3. A: Who is the man the striped trousers?
B: It's our head of accounting.

in / from / of

4. A: Will I be allowed wear a skirt?
B: Sure. The new dress-code gives you a lot of freedom.

to / from / for

5. A: Why are you making these changes?
B: We hope they will cause an increase morale.

on / in / no preposition

6. A: I'm making a few changes the uniform policy.
B: That sounds like a good idea.

in / to / on

Role Play – Dress Code

Student A informs Student B of some proposed changes to the dress code. Student B makes some suggestions, and discusses the finer details.



Student A: We are planning on making some changes to the dress code.

Student B: Have you considered including **Dress Code**?

* Continue the conversation using the **Key Phrases** and **Dress Code** below.

Key Phrases

- We're thinking of
- You would need to wear
- Employees would be allowed to
- What does that include?
- Am I allowed to wear?
- When does the new dress code begin?
- *Other*

Dress Code

- business casual
- dress-down Friday
- uniform
- pant suit for female staff
- dress shirt
- necktie
- business shoes
- with/without jacket
- *other*

- What are the benefits of dress codes?
- Are you able to express your individuality in the way you dress at work?
- Would you rather look smart or be comfortable?

- actually - *Actually, I've changed my mind!*
- considered - *Have you considered changing the policy?*
- dress-down - *Dress casually on dress-down Friday.*
- morale - *That was responsible for a drop in morale.*
- necktie - *I would prefer not to wear a necktie.*
- smart - *You're looking very smart this evening!*
- wear - *I never wear a suit, unless I have to.*