Wear a tailored blouse, quality knit sweater, or shell under jacket, no camisoles. Blouse should be white or pastel color, no bold prints or bright colors. Do not wear blouses that are low cut or see-through.

Hair should be clean, neat, and pulled away from the face and eyes. Dry, brittle, or bleached out hair communicates poor hygiene. If you play with or flip your hair, make sure it is pulled back.

Keep your choices simple and leaning toward conservative. Choose gold, silver, or pearls. Avoid extreme amounts, styles, and colors. No body piercings, except one set in your ears, preferably studs.

Makeup should be minimal and natural. If you have tattoos, cover them up. No perfume.

Nails should be short and well groomed. Choose clear nail polish or a neutral shade.

Wear a tailored blouse, quality knit sweater, or shell under jacket, no camisoles. Blouse should be white or pastel color, no bold prints or bright colors. Do not wear blouses that are low cut or see-through.

Accessories should be coordinated with your outfit. Go with the most prominent neutral color in your wardrobe. Consider using a pad folio, professional purse, or briefcase.

Length of skirt should be to the knee or below when standing. The skirt should match your blazer in color. Skirt suits are the most professional attire although pants suits are acceptable. If you wear pants, they should be hemmed so as not to drag the floor.

Black, dark grey and navy are all appropriate colors for suits. Solid suits are more conservative, avoid patterns.

Shoes should be leather, closed-toe pumps, with medium height heel. Styles should be on the conservative side. Make sure that your shoes are clean and polished.

Hosiery should be plain or sheer in most instances. Wear a neutral color to complement your suit.

Two-piece suits for women should be tailored, not snug.

If you are one of the many people who have special issues dealing with appearance, or you simply hate getting dressed up and are miserable when you do, consider getting some professional help. Invest in yourself. Buy one great, classic suit, blouse, stockings and shoes (consider it a necessity) and go to a store where there are excellent sales people and tailors. Get a haircut at a place where they specialize in business clients. Learn to live dressed up because most lawyers have to.