Speaking Skills
Professional Attire

• No open toed shoes in winter or fall
• Dress shoes not hiking boots or black tennis shoes
• Maximum heel height is 2 in.
• Shoes, belt, and socks should not clash
• No shorts
Professional Attire

- Pants are fine; capris are not
- Pants cannot be denim; must be slacks with trouser fit
- Skirt length (brushes ground in East, one thumb above knee in West)
- Dress shirt must be accompanied with tie (bow tie is too formal)
- Wear t-shirt under dress shirt
- Neckline – East 18 in.; West 20 in.
Professional Attire

• Pull hair back in East; hair off collar
• Color acceptable in West
• Jackets for gentlemen: buttons and removal
• No hats
• No pens, change, or keys in pockets
Poise / Posture
Vocal Warm Ups

• Monica
• Leather
Speaking Skills

• The rain in Spain falls mainly on the Plain.

• In Hartford, Hereford, and Hampshire hurricanes hardly happen.

• The arsonist has oddly shaped feet.

• The human torch was denied a bank loan.
The UM Policy
Summary

Stand up to be seen;
speak up to be heard;
shut up to be appreciated.