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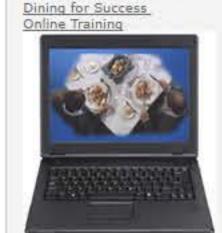
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Style & Substance Secrets newsletter. The resource for business professionals to improve credibility, relationships and bottom line, through image,



Don't miss our Public Seminars: November in Calgary - Savvy Networking February in Victoria - Savvy Networking - Dining For Success - Looking the Part

Seminar info Fine Tune Your Dining Skills Online View a Free Demo 15 minute demo of



Tips Inside This Issue

- Ultimate Re-gifting

Dear Joanne & Terry Q & A:

- Business Dress Hands On Cleavage Test?

- Table Manners Women Stingy

Quotable Quotes

- What's New With Us

Tippers?

Looking for a humorous motivational speaker? Audiences love Terry the Kid.

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Business Image and Etiquette Consultants, Speakers, Trainers Joanne Blake & Terry Pithers can

help your organization and your people improve their personal image and social skills to build credibility and inspire stronger business relationships. Specializing in business dress,

content to your training, conferences, retreats and inhouse seminars.

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demeanor & dining, we add enjoyable, unique, profitable

# style & substance secrets Etiquette and image advice, fashion and social etiquette, dining and social skills trend critiques and tips.

## The Feature

## GRATITUDE - THE ULTIMATE RE-GIFTING

Knock, knock. There were two skunks, some burns, some corpse brides and some we couldn't quite figure out what they were. But one thing that impressed us Halloween night, was the number of polite kids. Most showed their appreciation and thanked us for their treats, (yes, even the ones who weren't being chaperoned by parents).

This seemed to be contrary to what we hear about the younger generation. Maybe it's when we get into our jobs and careers that we aren't so grateful or forget to show gratitude, especially when we are busy. (Click here to see very scary polite kid costumes)

The C-word Speaking of busy, we don't want to scare you but now Halloween is over, only x number of shopping days left before the C word.

Are you starting to think about ways to show your yearly appreciation to clients and colleagues? Dusting off the old gift

baskets, gift certificates and liquor bottles. Here's a novel idea for gifts this year.

Inexpensive, very green & infinitely reusable. Just say... thanks. It's simple, so simple you're probably saying "we all know that". But if we all know it why is it that people don't hear it enough.

Because gratitude is getting rarer, it's value has increased. Colleagues like it, clients like it and even your family members like

it. People appreciate being appreciated.

When it comes to colleagues, employees and customers, studies reveal that people rarely leave jobs or stop dealing with organizations for monetary reasons alone. They leave because they don't feel valued or appreciated. (Do you think it could be the same for our personal relationships?)

So while tangible yearly gifts of appreciation are nice, (click here to read our handy article on tips to personalize business gifts) in our affluent hi-tech lo-touch world, personal expressions of gratitude are more memorable.

Not just for the C-eason

If we get into the habit of acknowledging and thanking people throughout the year, it will do more for their feelings of being valued and appreciated. As it makes the giver and the receiver feel better, it also builds stronger team and business relationships.

Here's a list of some ways to show appreciation and nurture internal/external relationships year-round.

Call regularly

- Return calls quickly
- · Invite them for coffee or lunch · Ask them about their interests outside of work
- Pass on news of opportunities that may interest them Apologize when you drop the ball Send personal notes and cards
- Send condolence cards for unhappy occasions

· Share your knowledge, resources and contacts

Boo - surprise your coworkers

Surprise the heck out of one of your colleagues and coworkers. When they do something that makes your job or life easier, thank them, even when it's for just "doing their job". (Don't Do try this at

like being in a relationship, where it is not enough to say I love you, once in your life. Once is not enough, people need to hear it often. Click here to see how to make this work in a relationship) What goes around comes around

Guess what, you can compliment and thank the same person more

than once without spoiling them or their work ethic. (Guys, this is

If you're not getting enough appreciation at your job, watch what happens when you start thanking and nurturing those around you more. It is better to give than receive, but we bet you'll start receiving more too.

So like the kids, take care of the planet and each other. Go green and start recycling gratitude each and every day, not just at C.

Oh, by the way, thanks for being our readers, clients and friends. Joanne and Terry

PS - If you get a chance we'd love to see you at one of our upcoming public seminars in Calgary Alberta and Victoria BC.

#### Trend Watch Q&A - Business Etiquette, Dress & Table Manners Advice

**Business Dress Question:** 

Contact us with your questions.

Q: Hands On Cleavage Test? There are so many women in the business world today showing (in

my opinion) too much cleavage... what do you think.

I heard the test formula is to hold your palm (fingers closed) horizontally on your chest, beginning(thumb) at your collarbone, and where your baby finger ends - (halfway down your chest) is as low as your shirt should go. Please...what is your recommendation for women? After all, we

hair (not usually in the bank or at the board-room table though). - Claire Lee Ofindid in Chesterton

don't see men's chests or stomachs.....they are usually completely covered, unless their collars are open and we might see some chest

Thank you for your question. This is one of the areas that employers ask us to address all too frequently. Unfortunately celebrities, tv and the fashion industry have much influence in the way women choose to dress. The bottom line is this, cleavage baring looks diminish one's credibility, and is a

distraction in the workplace. Your formula works. Another simple test, I call the dip test: bend over, if you're showing more than a hint of cleavage, choose something else for business.

- Joanne

Men aren't immune. (Click here for a look at men's cleavage issues)

Dining Question: Q: Women Stingy Tippers?

I have heard that women are supposed to be stingy tippers. Is this - Short Changed in Phoenix



Click here to read the Women & Tipping article PDF

Don't underestimate the impact of dining skills on your success. Find out what you're doing wrong at the table.

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Let us know what you think of the course. Individual sales are available at www.styleforsuccess.com For discounts or intranet use for organizations contact us

The easiest way to raise the bar in your organization. **Quotable Quotes:** 

Gratitude is a fruit of great cultivation; you do not find it among

- Samuel Johnson Focusing your life solely on making a buck shows a certain poverty of ambition. It asks too little of yourself. Because it's only when you hitch your wagon to something larger than yourself that you realize your true potential. - Barack Obama

November Public Seminar in Calgary

Make The Connection! ~ Savvy Networking Date: Thursday, November 13, 2008 1:00 PM - 4:00 PM Presented in partnership with Progress Seminars Fee:\$300 CAD

For any professional, the ability to communicate and network effectively can boost your profile and engender better business alliances and connections for mutual benefit. This half day seminar will enhance both your personal and professional life by providing you with some simple strategies to quickly build rapport with others start small talk and take it to big talk, and enter and exit conversations with finesse to build successful relationships.

For more details and online registration -Click here and view course calendar

## February Public Seminars in Victoria and other locations on Vancouver Island.

Staging You - for Real-Estate Professionals Presenting and Expressing Yourself with Confidence and Style Date: Wed. Feb. 25th, 2009

3 workshops in one day . Savvy Networking - The Art of Mixing & Mingling Dining For Success – Making a Positive Impression When

For details on February Public Seminars in Victoria contact us

Business Dining (includes lunch) Looking the Part: Creating Your Positive Personal Brand (For men and women)

What's New With Us WE'RE PUMPED!

hit... they liked the humor"

The Dining For Success Program a Hit with MBA Programs and a Major Bank in the U.S. An west coast university is using our Online Dining For Success

Program to give their MBA students a career boost and numerous other universities in the states have expressed interest. A major U.S. bank is using it to train their sales executives. Preliminary response is "excellent information... they loved it... a

The Corporate Team Makeover is Popular Joanne has been busy providing this empowering program which offers a group image seminar coupled with 30 min. individual consultations to organizations wishing to see immeadiate image results with both men and women participants.

Looking for entertaining and empowering presentations with a difference for your next conference or retreat? Business dress, etiquette, networking, dining and meeting skills.

Check out our website and give us a call. To ensure you keep receiving this newsletter

- Have you added us to your safe sender list?

## Tell Us Got a question?

If you've seen something "interesting", got a question, topic for inclusion in future issues or feedback please let us know. > Contact us

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