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Dress professionally, even at home

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Does it really matter how I dress in my home office?

Avery impression you make during work hours is a business one. If there's a remote chance that a client or a vendor may drop by, you want to look professional. There's another reason to pay attention to your attire in a home office: It affects how you feel and how you project.

Dawn Waldrop, author of "Best Impressions" and a business-attire consultant, said, "Think about how different you feel in dress pants, khakis or jeans. You act differently in each, so your energies come across differently depending on what you're wearing."

If you're sure no one will see you and you're just doing paperwork, dress casually. But if you're planning to conduct business all day by phone, wear professional but comfortable attire.

"Guaranteed, you'll communicate much more professionally," Waldrop said.

Think about that the next time you're choosing between pajama bottoms and slacks.

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