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**Business Wear News You Can Use**

**By "Bridget P. Allen"**

The transition to business wear can be pretty tricky sometimes. You want to "WOW" your co-workers without going overboard.

It is important to remember that not all casual clothing is appropriate for business wear.

In order to do this effectively, the sophisticated woman needs a few basic business wear essentials.

- First, you'll need simple flat-front pair of black pants. Black dress pants are versatile and can be dressed up or down as needed. An additional pair of khaki pants is also advisable.
- How about a straight skirt hanging just below the knees? These skirts are flattering and can be worn with a multitude of tops. Casual skirts that are split at or below the knee are acceptable in most businesses. Never wear a mini-skirt to the office.
- You'll need a sleeveless, fitted solid colored dress that can be worn with a cardigan.
- Brightly colored fine knit sweaters can be worn with either pants or a skirt.
- A black cardigan is chic and easy to wear.
- A sexy shell in a neutral color looks fabulous under a jacket.
- A crisp white shirt always looks smart.
- A classic gray or black coat is also needed.
- Black pumps with an elegant heel can compliment just about any outfit. Flip-flops, slippers and flashy athletic shoes are not acceptable in the office.
- A simple black bag (to match the black pumps) also compliments most outfits.

## Business Wear News You Can Use

Remember that clothing that reveals too much cleavage, back, chest, feet, any of your stomach or underwear is not appropriate for the work place.

All clothing should be pressed and clean. No torn, dirty or frayed clothing is acceptable. The only picture or words that are acceptable on attire is the company logo.

On "dress down" days, it is a good idea to keep it conservative. Wear nice jeans with a solid top and heels. Never wear anything which can be potentially offensive to others.

There are many fabulous combinations you can create with the few basic pieces. Use your imagination and your co-workers will be so impressed they'll start asking you for style advice!

Bridget Allen has worked for many years in the fashion industry, at a senior level, and she has written an amazing totally free fashionista minicourse that will thrill, entertain, and most importantly educate you about what you absolutely need to know about fashion. Get the free course " Fashionista Essentials" now at

<http://www.i-stylish.com>

### **Coin Collecting: How To Grade And Price Coins**

#### **By News Canada**

(NC)–As with most collectibles, rarity and condition usually determine the price of coins. An acknowledged, standardized system of determining the state of preservation, or grade, of a coin is therefore pretty important.

Early on in the game there was a time when coins were described with any old biased adjectives the seller could come up with. Eventually standard definitions and a numbering system, ranging from one to seventy were adopted.

Ever since collectors began to show a preference for well preserved, versus worn, coins, grading has been controversial. Getting the two sides in a transaction to agree on condition has always been a problem. Here is a basic breakdown of how coins are graded by the collector:

Good – 4: A worn coin with designs visible but usually no remaining detail.

Very Good – 8: Worn with few fine details remaining.

Fine – 12: Design and lettering clearly visible but showing signs of wear.

Very Fine – 20: Uniform light wear, but lettering and major elements are sharp.

Extremely Fine – 40: Very slight wear with all details sharp, some lustre may remain.

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About Uncirculated – 50: Traces of wear on all surfaces, at least 50 per cent of the original lustre remains.

Mint state coins are free from any signs of wear. Their grading is based on the quality of the strike, condition of the coin, and lustre.

MS–60: Showing some bag marks and edge nicks.

MS–63: Few surface marks and most lustre remaining.

MS–65: A quality coin, appearing almost perfect, minor flaws only appearing on later examination.

Numismatists put coins into two groups. Coins in your pocket are known as "Business Strike" or circulation coins, "Numismatic" coins are minted in precious metals (silver, gold, platinum) and are not mass produced.

For more information on this exciting hobby, and ideas on what to collect, visit the Royal Canadian Mint website at

[www.mint.ca](http://www.mint.ca)

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