

Personal Image Plan

What message am I trying to communicate? This message can vary depending on the audience and situation.

Audience/Situation	Message

Is my current appearance helping or hurting this message? Why?

What areas would I like to improve? (Can be tailored to the specific audience and situation.)

Wardrobe:

Appearance (Hair, make-up):

Body Language (Posture, eye-contact, smiling, gestures, voice)

Hand-shake:

Other:



First Impression Style

Action Plan

Objective: _____

Action Step	Date	Completed

Objective: _____

Action Step	Date	Completed

Objective: _____

Action Step	Date	Completed

Objective: _____

Action Step	Date	Completed



First Impression Style