

ETIQUETTE REMINDERS FOR KIDS

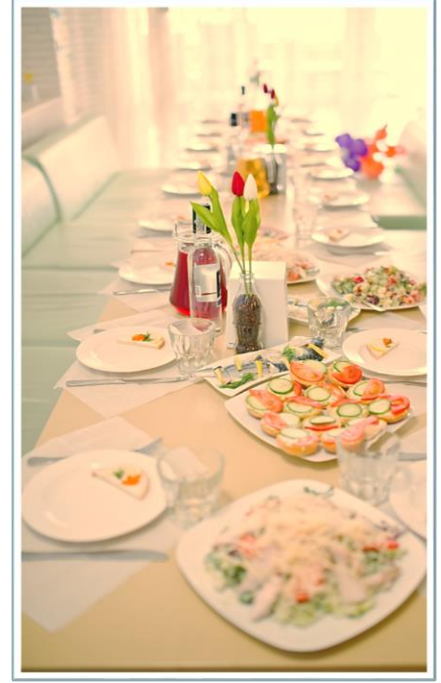
1. CONVERSATION SKILLS

It takes courage to start a conversation when it seems so much easier to wait for someone else to speak first.

One of the easiest ways to start a conversation is to ask questions. When asked a question, don't answer with a simple "yes" or "no". You have an obligation to move a conversation along.

Conversation Do's and Don'ts.

- Do listen
- Do think before you speak
- Do look directly at the person
- Don't interrupt
- Don't ask personal questions when first meeting
- Don't whisper in front of others



DID YOU KNOW?

You have 5 seconds to make an impression.

2. GIVING AND ACCEPTING COMPLIMENTS

Giving compliments is a wonderful icebreaker when you're having trouble making conversation with someone you've just met. When receiving a compliment, say thank you. Do not belittle yourself by denying it.

3. COMMON DINING SKILLS

In North America, there are 2 main styles of eating - American and Continental. While each style is different, both required your posture at the table to be straight, but not stiffly, against the back of the chair. Do not twist your feet around the chair legs.

Elbows should be kept close by your sides when eating. Never place elbows or forearms on the table. Don't reach across the table. When resting or talking, choose any acceptable rest position:

- Both wrists may rest on the table's edge.
- Rest one hand on the lap and the wrist of the other hand on the table's edge.
- Rest both hands on the lap.

When being formally seated, remember:

- Males – Help the female guest to your right to be seated.
- Females – Move to the right of your chair and enter the seat from your left side.