

Life Skills

Mrs. Shingleton

Blizzard Bag 1:

Manners

Objectives:

- Define manners and etiquette
- Explain the difference between manners and etiquette
- List some common table manners and explain their importance

Directions:

1. Read the Minding Your Manners handout.
2. Use the worksheet to answer questions about manners and etiquette.

Minding Your Manners

Manners- are customs and traditions of a society that govern how people treat another and behave in social situations. They are meant to smooth the rough edges of human nature. Manners maintain order, promote the values of a society and foster positive human interactions. What would happen in our world if everyone did what they wanted to whenever they wanted? Manners are thousands of years old and a study of their evolution can be fascinating. For example when forks were first used for eating in France in the 11th Century, they were condemned. Reasoning? The church clergy decided that since food was a gift of god, as were fingers, only the human hand should be fit to touch it.

Etiquette – the sets of rules that give expression to manners, these can vary from culture to culture. It changes as society changes... some of the old rules are thrown out while new ones emerge. Etiquette is context sensitive meaning that in many cultures there are subcultures... teenagers, bikers, office holders, minorities, same sex settings, etc. Etiquette often requires constant adjustment such as who pays in restaurants or who buys the movie tickets. Although we stress manners to make people feel comfortable, manners should often serve to make people feel uncomfortable, such as those who make racial slurs; children running wild; invading a person's privacy; destroying our environment.

We can say manners are sexist when men are encouraged to treat women as the weaker sex and therefore inferior; that girls should never ask guys for a date, etc. Certain rules of etiquette may be based on discriminatory practices, but kindness knows no gender.

When manners are snobbish, they serve to make people feel inferior and ignorant. Manners are the one thing money can't buy, although some manners are practiced more by how we treat household help; tip the doorman; or set a very formal dinner table. Picking your nose at the table, however, is unacceptable regardless of class, income or gender.

Why manners are good for you:

1. They put people at ease
2. They impress people
3. they build self-esteem
4. they are attractive
5. they allow people to live and work together without a lot of friction
6. good manners can save your life
7. good manners are rare
8. good manners make you feel good
9. good manners make others feel good
10. They don't cost anything

Manners can also help you get a job; get what you want from your parents; get compliments and respect; impress the opposite sex (and their parents); and get help from teachers.

The TOP 20 List

1. Use the accepted phrases: please, thank you, may I, excuse me, I'm sorry
2. Write thank you notes
3. look people in the eyes
4. clean up after yourself
5. respect adults
6. don't interrupt
7. treat people the way you would like to be treated
8. use good table manners
9. give a firm handshake
10. have compassion
11. be thoughtful about opening doors, helping, and offering your seat
12. Listen!
13. show special consideration to guests
14. say yes rather than yeah
15. don't say hurtful things
16. think before you speak
17. Compliment others, but only if you believe what you're saying.
18. respect the property of others
19. respect the feelings of others
20. use good telephone manners

Rudeness: the two best ways to respond:

1. Ignore it... knowing you possess good manners and self control.
2. Be polite... a sign of strength but an acquired skill.

Minding Your Manners...

Or How Not To Gross People Out!

1. What are manners?
2. Is etiquette the same as having manners? Explain.
3. How can manners be sexist?
4. When can manners be snobbish?
5. List 10 reasons why manners can be good for you.
6. Below, list 5 manners from our list of the TOP 20 that you think are the most important. Explain why they are important to you.
7. What do you think about this statement, "If someone is rude to me, it's okay to be rude in return."