

## Etiquette Programs

Etiquette programs teach leadership skills that last a lifetime. A return to traditional values is bringing about an increased appreciation of civility. The foundation of good manners gives young people of all ages an opportunity to learn and practice leadership skills – now and for the rest of their lives.

We live in a world where what you know will only take you so far. Raw talent, experience, education, and intelligence are no longer enough. The rest of the way is paved with good manners. Knowing how to handle yourself in different situations will become one of your most valuable assets.

Our etiquette classes build self-confidence, self-esteem, and set a foundation for future growth.

### *A sample of the topics in the etiquette programs include:*

- Social and Communication Skills
- Remembering Names
- Polite Conversation
- Self-respect and Respect for Others
- Handshaking for all ages
- Telephone Etiquette
- Building Self-confidence
- Public Speaking
- Introductions Made Easy
- Interview Skills

The programs are divided into three age groups.

### **Suggested programs for ages 8-12:**

- Everyday Etiquette for Children
- Children's Etiquette for Today

### **Suggested programs for ages 13-17:**

- Teen Etiquette for Today
- Teen Etiquette - Employment & You

### **Suggested programs for ages 18-22:**

- Professional Business Savvy\*\*\*
- Employment & You

Etiquette programs are *fun, interactive, and informative*. Each etiquette program teaches *courtesy and respect* through role-playing exercises and illustrated workbooks.

**Leadership & Etiquette Dynamics** offers etiquette programs that will help your children with special situations where they might feel uncomfortable.

Everyone has experienced awkward moments. For instance, being introduced to someone and feeling self-conscious because you don't know what to say. Or suddenly forgetting a friend's name just when you want to introduce him or her to your grandmother.

Etiquette training will teach your children how to handle awkward moments and much more. Their confidence and self-esteem will grow as they develop leadership skills they can use now and for a lifetime.

**\*\*\*Professional Business Savvy and Professional Dining Savvy** (ages 18-22) are geared to colleges, universities, honor students, leadership organizations, athletes, sororities, fraternities, and job placement firms that cater to students.