

# ETIQUETTE & MANNERS

## BAY CLUB at MATTAPOISETT ETIQUETTE AND DINING SKILLS “411” (AGES 6-12)

ONE-DAY PROGRAM – Includes: Three Course Lunch, Dining Tutorial, Illustrated Workbook, and Certificate

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### THE FIRST MEETING

- ❖ *Introducing Yourself*
  - ❖ *Introductions*
  - ❖ *Eye Contact*
  - ❖ *Shaking Hands*

### INTRODUCING OTHERS – THE BASICS

- ❖ *Remembering Names*
- ❖ *Grown Up Titles*
- ❖ *Name Badges*
- ❖ *Introducing Friends, Adults, etc...*
- ❖ *Meeting Persons with Disabilities*

### THE ABC'S OF TABLE MANNERS

#### SETTING THE TABLE

- ❖ *Understanding a Table Setting*
  - ❖ *Place Settings*
- ❖ *The Purpose of Each Item*

#### AT THE TABLE

- ❖ *Before the Meal*
- ❖ *Posture at the Table*
  - ❖ *Napkins*
  - ❖ *During the Meal*
- ❖ *How to Hold the Knife and Fork*
- ❖ *Styles of Eating (American and Continental)*
  - ❖ *Excusing Yourself from the Table*
  - ❖ *Dos and Don'ts of Table Manners*

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