



BEVERLY HILLS MANNERS

dare to be polite

After-School Enrichment Program

“Dinner & Conversation”

Good dining skills are essential. After all, many of life’s most important experiences occur around the table, from family gatherings to special events and social engagements. Proficiency in knowing how to navigate one’s way around the table while learning how to conduct oneself in a pleasant manner helps build confidence and makes the dining atmosphere much more enjoyable for everyone. This 2-hour comprehensive program provides essential dining and socialization skills every student should know. Participation in the formal multi-course dining tutorial enables students to put to practice all they have learned. Topics include:

Welcome & Introduction

- History of Etiquette
- Etiquette vs. Manners
- Tools for Life – Good Attitude, Respect & Consideration
- “The Golden Rule”

Table & Dining Manners

- Table & Dining Fundamentals
- Place Settings
- Taking Your Seat
- Posture at the Table
- Menu Reading
- Napkin Usage & Placement
- Silverware Savvy & Stemware
- Styles of Eating (American vs. Continental)
- Finished & Resting Positions
- Passing & Serving of Foods
- Toasting
- Handling Accidents
- What to do When You Don’t Like Something
- The End of the Meal
- Excusing Yourself
- Clearing the Table

Conversation Skills

- Be an Expert Listener
- Pay Attention to Personal Space
- Body Language vs. Verbal Language
- Refrain from Interrupting
- Review Acceptable Topics of Conversation
- Know How to Handle Compliments, Conflicts & Criticism
- Initiate & End a Conversation Gracefully