

# How to be Polite



## 10 steps

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Let's try to be polite.  
In everything we do.  
Remember always to say "please",  
And don't forget "thank you".

One day, Bill and Tom went to a restaurant for dinner. As soon as the waiter took out two steaks, Bill quickly picked out the bigger steak for himself.

Tom wasn't happy about that: "When are you going to learn to be polite?"

Bill: "If you had the chance to pick first, which one would you pick?"

Tom: "The smaller piece, of course."

Bill: "What are you whining about then? The smaller piece is what you want, right?"





# How to be polite



- 1. Be gentle,  
not insistent.

2. Don't interrupt your friends



3. Start a conversation by asking questions about the other person.



4. Be honest.

5. Shake hands and look your acquaintance in the eye.

6. Know the proper dinner etiquette.



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7. Have a laugh which shows you are having fun, without being loud.

8. Most Americans smile a lot to be polite. However, they usually do not smile at strangers.



9. Schoolboys and schoolgirls call their teachers "Sir", if it is a man. And if the teacher is a woman, they say "Miss".



**Americans and Englishmen don't like people to come too near to them. Do you touch people? Many Northern Europeans and North Americans don't touch each other very much.**



Be polite!

Say:

1. Hello!
2. Goodbye!
3. Thank you.
4. I'm sorry.
5. Excuse me.



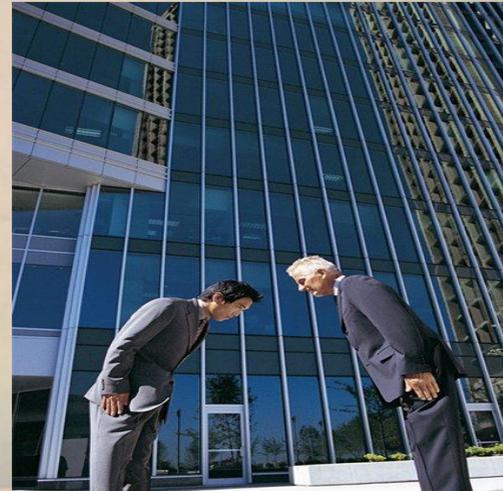
# Formal saying hello

- Let me introduce myself.
- Good morning/afternoon.
- Pleased to meet you.
- How do you do.



# Informal saying hello

- My name is/ I'm...
- Nice to meet you.
- How are you?
- Hello!



# Formal saying good-bye

- I'd like to say good-bye.
- I look forward to seeing you again.
- Please let me know how you are.
- I promise.



# *Informal saying good-bye*

- Call me.
- See you.
- Have a good day.

*There are a lot of words of wisdom about politeness and kindness. Your task is to read and translate them.*

- Kindness gives birth to kindness. *Sophocles.*
- Think before you speak. *Proverb.*
- Kind words can be short and easy to speak, but their echoes are truly endless. *Mother Teresa.*
- Children are born to be happy. *Jose Marty.*
- Don't forget to do good and share what you have. *Proverb.*
- The more we do, the more we can do. *Hazlitt.*

A vibrant, painterly landscape of a snowy forest. The scene is dominated by snow-covered ground and trees. In the foreground, a small stream flows through the snow, reflecting the colorful sky. The trees are a mix of evergreens and deciduous trees with yellow and orange foliage. The sky is a mix of blue, purple, and orange, with several birds flying. The overall mood is serene and beautiful.

WELL DONE