



In this section we'll look at manners that help us through the day—everything from a quick greeting to waiting in line to eating a meal to how you look. No one wakes up in the morning, looks in the mirror, and says, "I think I'll be rude all day today." Yet when we're in a hurry or dealing with strangers we don't always use the manners we know we should. It's not just about knowing these manners, it's about being intentional in their use. See what a difference even the simplest courtesies can make to your day-to-day interactions.

- [Guidelines for Living](#)
- [Important Manners for Everyday](#)
- [Common Courtesies](#)
- [Your Personal Image](#)
- [Table Manners](#)