



# BACKPACK TO BRIEFCASE

Etiquette 101: Tips For Teens Age 14-18

INSTRUCTOR GUIDE



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# RATIONALE AND OVERVIEW:

Civility costs! It costs our relationships, (hurt feelings, misunderstandings, damaging arguments), it hurts our health (stress, worry, fatigue, headaches, nervous stomach, anger), it hurts our success (loss of employment, low service standards, decreased productivity), and that is just the tip of the iceberg.

Some days it seems that we have all forgotten our manners, or maybe we haven't forgotten, we just don't care. Whatever the reason for the extreme rudeness most of us experience in our daily lives; at home, at school, or when we're out socially, people are starting to realize that courtesy is important. More and more people expect us to use our common sense and make common courtesy common practice.

How did we get into this "mannerless mess"? Some experts suggest that our busy, stressful, high-tech lifestyle has something to do with it. For example, Stephen L. Carter in his book called INTEGRITY, explains that there are several factors that lower what he describes as "Moral IQ".

**Moral Intelligence can be described as what guides us to do the right thing with or without guidance. Many experts suggest that this critical intelligence can be taught.**

## FACTORS THAT LOWER "MORAL IQ":

- television/media
- internet and video
- video games
- books
- cartoons
- poor role models; parents, teachers, childhood heroes/sports personalities and stars
- more casual sex
- violence
- vulgarity
- acceptance of poor communication/grammar
- prevailing cynicism
- materialism
- dysfunctional behaviour
- less responsibilities for young people
- less familial support
- more divorces

### WHAT DOES THIS HAVE TO DO WITH ETIQUETTE?

Manners are guidelines for social behaviour that act as a framework for building moral IQ. Understanding the value of manners and choosing to exhibit good manners shows an understanding that it is necessary to do right even when no one is watching, or someone may not immediately be impacted.

**\*see Statistics on page 4**