Name: _____ Date: _____

Good Manners

All people need and want things. What one person needs and wants may be different from the needs and wants of another person. When people live together in a family or even in a city, these different needs and wants can lead to conflicts. To make living together easier, good manners have developed over the years. Good manners are ways of treating people so that people feel better about themselves and about each other, and so that conflicts don't become serious.

When someone does something for us or gives us something, saying "thank you" is good manners. When we hurt someone, saying "I'm sorry" is also good manners. It's good manners to say "excuse me" if we pass very closely in front of someone, if we need to get another person's attention, or if we burp in front of someone else. Good manners, then, can be found in saying "thank you" "I'm sorry", and "excuse me," but good manners are more than words. Good manners are also actions.

When we give someone else our seat on a crowded bus, when we hold the door open for another person to walk through, when we wait our turn, when we walk on the right-hand side of the mall or sidewalk, when we knock before opening the closed door of a room, those things show good manners. When we meet someone for the first time, it's good manners to smile and say "hello" and give our name. When people come to our house, it's good manners to greet them with a smile when they come, and to say something like "thank you for coming" when they go home.

Sometimes, good manners can be the things we *don't* do. When we don't talk with a full mouth, or interrupt, or cut into a line, that is showing good manners. When we don't try to get the attention of someone on the telephone, that's good manners, too.

People often feel "not quite right". Bad weather, a stressful day, and sickness can make people irritable, or easily upset. If we use good manners, we make getting along more pleasant for everyone.

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