



APPS and Other – Civility and Family

Apps to Teach Kids Manners- Beginner

With Mothers' Day brunches, graduation open houses, Fathers' Day cookouts and wedding season approaching, it's a great time for kids to take a refresher on manners and etiquette in a variety of social situations.



A Quest for Good Manners



This app introduces Rosalind, a rude princess who has a rude pet dragon named Sparkler. Appalled by their behavior, the queen banishes them both from the castle until they find good manners. Clever animation makes this app entertaining, and includes true and false facts to reinforce learning good manners.

Cost: \$1.99 on [iTunes](#)



Maddie and Matt's A to Z's of Good

Manners & Values- Beginner

This app lets two cartoon characters, Maddie and Matt help your kids learn respect, politeness, courtesy, and gratitude with an “A to Z's of Good Manners & Values.” Specific scenarios teach kids the importance of social graces by showing Maddie and Matt exhibiting good manners and values.

Cost: Free on [iTunes](#)



Good Manners for Kids Beginner

While not as highly rated as the others, this app covers a variety of different manners (table manners, sharing, being a good guest, not interrupting, etc) that where you need to guess how “Johnny” the character in the app should behave in the proper way. Kids are shown multiple options on how to behave and they then need to pick the correct behavior.

Cost: Free on [iTunes](#) or Google Play

<http://www.techlicious.com/blog/manners-for-kids/>

KYMS Etiquette Placemat Set



Beginner



When it comes to dining in business, social or even family settings, nothing beats having the social savvy to get you through the occasion with ease, comfort and poise. Having the know-how and preparedness skills can make all in difference in how you treat others at the table with sensitivity and how you are perceived. Knowing the "secret code" of dinner table settings and common practices is the answer. Washington DC-based, KYMS Image International created this attractive education/entertainment guide to help youth and adults learn important and too often forgotten dining etiquette skills. Manners do matter and making a positive impression counts. The two-sided place mat set which features formal and informal table settings has a multi-cultural focus to help increase cultural awareness, sensitivity and civility principles of respect, restraint, kindness and consideration. The smaller dining guide has a fun game suitable for youth and adults. Use it as an ice breaker for business meetings or a fun challenge quiz for youth groups. Everyone is sure to walk away with enhanced knowledge and skills.

The laminated set includes one placemat, and the *Name That Things Dining Guide*, is an illustrated grid of serving pieces and utensils as well as some dos and don'ts of table manners. The placemat is 12" x 18" and the dining guide is 8 1/2" x 11". The set is ideal as an education tool, entertainment guide or gift. The set also includes a list of 16 tips for dining with civility and a guide to teaching children manners and etiquette. **Price:** One set: \$20.00; four sets: \$70.00; ten sets: \$180.00. Gift envelopes: \$3.00 each. Tax and shipping are extra. Further discounts apply for schools and non-profits and large orders. Please call for pricing details: 301-792-2276, or 866-247-4079 (toll free) or email yasmin@kymimage.com. Please visit KYMS online at www.kymimage.com. Ask us about group etiquette lessons.

A Little Grace and Charm™

Telephone Tips for Youngsters

When it comes to teaching our children how to use the telephone, it's not only a matter of good manners and etiquette, they need to remember safety rules as well. Remind children of the 'stranger danger' cautions and warn them of the risks of giving out too much information to callers such as their name, whether or not their parents are home, etc. It is also vitally important that children understand how to call 911 and ONLY in emergencies.

At what age should a child begin answering the family telephone? A good rule of thumb is that children who can read and write are ready to answer the telephone. When they are first learning to answer the phone, 'cue cards' can be left near the telephone to help prompt them in remembering what to say. And while specific greetings and procedures will vary from one family to the next, there are some rules which apply to most:

- Before you pick up an incoming call, make sure there isn't too much background noise...you may want to turn down the TV or music.
- Always speak clearly when greeting the caller and wait for them to identify themselves. Expect them to say something like "Hello, this is Mrs. X, may I speak to your mother?". If they do not tell you who they are, you may ask by saying something like "Who's calling, please?"
- If the person for whom they are calling is unavailable, it is not necessary for you to tell them specific reasons why they cannot come to the phone. Simply say "I'm sorry, she is not available at the moment."
- If you can take a message, then offer to do so. Write a short message which includes who the message is FOR, who the message is FROM, and a phone number where they can be reached.
- If the person is available, never stand with the telephone in your hand and yell "Moom, telephone!". Instead, lay the phone down quietly and walk to where that person is. If you are leaving the phone, it's important that you say "One moment please" never "Yah, hang on".

A Little Grace and Charm™

The Courtesy Starter Kit

Introductions and Body Language: Our bodies convey so many messages about us! Positive body language is a way that we can convey on the OUTSIDE the respect that we have for ourselves on the INSIDE!

- ! **Posture:** Have your child imagine that an invisible string is tied to the crown of their head and it is being pulled tight. In this way, we avoid 'stick men' bodies. Practice both standing and sitting posture, particularly for young ladies. While sitting, imagine that your knees are glued together and there's an invisible rubber band around both ankles (allows feet on the floor or the legs crossed at the ankles).
- ! **Handshakes:** Help children know what to do when an adult extends a hand to them. Imagine 'mitten hands' (four fingers together, thumb extended). Two firm up-and-down handshakes, then release and relax. In our culture, we look directly into the eyes of the person we're speaking with.

Mealtimes: When we gather around the family dinner table, we not only fill our tummies, we feed our souls! While there are volumes written on table etiquette, we've provided a list of the most essential habits below. Download our MEALTIME MAP to use as a template to help master table settings and silverware!

The Five most essential habits:

1. When in doubt, watch the host
2. Be aware of your Body (elbows, mouth, shoulders)
3. Kind words and 'just enough' information about likes/dislikes ("No, thank you" is enough to turn down offers of second helpings of something we don't like)
4. Napkins in the lap before the first bite...remain there until leaving the table when they are neatly folded to the left of the plate.
5. Kindness and respect to host...wait until all at table are served, excuse yourself from the table

Remember, The 'Manners Police' are NOT invited to Dinner! Remind children that our manners and mannerisms are a personal issue, much like the clothes we wear...corrections or reminders are best when made in private.



Beginner

I Can Be a Civility Cool Cat

– 16 page Manners Activity Booklet for children- FREE

Choose Civility is an initiative of Howard County Library System and more than 100 Alliance Partners to make Howard County a national model of respect, consideration, empathy, and tolerance.

Choose Civility Chapters include Washington County, Maryland; Freeborn County, Minnesota; Southern Maryland; Portland, Maine; and Miami, Florida. [Learn more at choosecivility.org](http://www.choosecivility.org).

/civility/activity booklet/CC activitybooklet1up.indd (July 2013)