

QUESTIONS FOR COURTESY COUNTS

1. Are you tardy or timely?
2. Do you return your telephone calls in a timely manner? Do you acknowledge yourself on the phone and see if you are interrupting?
3. Do you look around and see what is left after you leave a room? Things like: • Paper cups • Notes/paper clips/handouts • Dishes on the table • The computer • The towels/sheets/blankets in the room you've slept in
4. How do you handle invitations with RSVP's?
5. Do you regularly express gratitude and thanks?
6. Do you notice people in lines ahead and behind you?
7. Do you hold the door for others?
8. How do you handle your cell phone?
9. Do you look over the heads of people you are speaking to?
10. How often do you say "my" or "I" in conversation with people?
11. Do you look around and decide whom the "Beautiful People" are?
12. Do you acknowledge people presence?
13. Do you eat so fast that you finish long before your host is finished?
14. Are you the first to pull over for an emergency vehicle or ambulance?
15. How do you handle your e-mail communications?
16. How is the Road Rage or Self-Talk in the car?

