

# *Adina's Etiquette*

## An Etiquette Program for ages 13 to 17

There are 3 Programs offered. Each Program is once a week for 4 weeks.  
Each Class is 45 minutes long. The cost of each Program is \$55.00.

Through out the programs each student will learn about:

- Voice dictation
- Posture
- Self respect
- First impressions
- Being kind
- Being tactful
- Being polite
- Being respectful of others
- Being true to themselves
- Web-etiquette
- Cell/home phone etiquette
- Table manners
- Table setting
- Hosting
- Preparing for an event that you are hosting

This will be taught through lessons and discussions.

My biggest goal with teens is to make them aware of their actions and how those actions affect everyone around them. I believe that having good manners should be a way of life.

*Adina Jackson*

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