



The Leadership Initiative

(An Illinois 501(c)(3) - Not-for-Profit Organization)

Saturday, Apr. 27, 2024, Session Summary - "Etiquette Protocols & Practices"

When: Saturdays – 10:00 a.m. until 12:15 p.m.

Where: **Naperville North High School; ALIVE, Naperville Teen Center; or via ZOOM**

"Professional, Social & Dining Etiquette" – (Facilitator: Mr. Albert Demming)

Saturday's meeting focused on "**Etiquette and/or Societal Manners**". Sectors targeted included:

- **Business** (while job hunting and pursuing post-secondary opportunities)
- **Social & Social Media** (with friends & new acquaintances; casual, business & formal events)
- **Dining** (Socially with family & friends; while attending business & ceremonial events)

Mr. Demming opened the session by having students design shields which represented their personalities and beliefs. Later in the session, students shared the symbols on their shields with the group.

Mr. Demming framed then framed "**Etiquette**" as "*A body of rules and/or protocols governing the way in which people behave socially, ceremonially, or in public life*". Session take-away nuggets included:

- **Professionalism** defined as: "*The conduct, principles, and qualities that characterize, represent an occupation or a skilled person.*"
- Students were advised regarding social media platforms. Images/Statements made on social media are there to stay. They represent a **personal footprint or stamp** and can serve harmful when pursuing professional and post-secondary opportunities.
- Arrive on-time for appointments; appropriate dress & grooming; researching an organization to ensure proper preparation for an interview, and procedures for expressing post-meeting appreciation.
- Importance of the **Handshake** (I.e., *The most recognized and accepted form of greeting, worldwide*).
- **Dining Etiquette**: dos and don'ts; procedure for passing food; how to excuse yourself from the table, how to indicate you've completed your meal, and how to approximate the number of courses in a meal by identifying the silverware at one's place setting.

Overall Take-Away: Within each societal setting there exists a body of rules, written or unwritten, which suggest how people are expected to behave. Endeavor to understand & prepare for such cultural settings.

Appreciation is extended to Mr. Demming for taking time to prepare and deliver such an informative presentation.

Our Next Mentoring Session will be held:

- **Saturday, May 4th, 10:00am – 12:15pm**
- **Naperville North High School - 899 N. Mill St., Naperville 60563**

Topic: **"Let's Talk... - Current Events & Information Sharing"** (Led by: TLI Mentees & Mentors)

The Leadership Initiative appreciates **Tax Deductible Donations**. All Donations are applied to Youth Programming, Field Trips, and Scholarships for Mentees graduating from both TLI's Mentoring Program and High School, and who demonstrate intent to further their education at the post-secondary level. Donations can be made by either mailing a check to: **The Leadership Initiative - 3440 Butler Walk, Naperville, IL 60564**, or by visiting our website at:

- **<https://www.TheLeadershipInitiative2019.org>** and clicking the **Donate** button.

(Upon receipt of your Donation, a Letter of Confirmation will be forwarded for your records.)

Questions pertaining to the content of this Summary may be forwarded to my attention.

Yours very truly,

AD

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