*Meaning of Etiquette and it’s importance*

*Etiquette is about kindness, it is about being friendly, it is about being polite, it is about integrity, it is about good manners.It helps us know how to treat others to know how to behave and conduct ourselves in different environments.*

*Etiquette is not about being perfect, or being prim and proper, it’s not about your social class, profession or how rich or well educated you are.Etiquette makes people comfortable and at ease, it shows that we value and respect others. The forms, manners, and ceremonies established by convention as acceptable or required in social relations, in a profession, or in official life.*

* Etiquette promotes kindness, consideration, and humility.
* Etiquette gives the confidence to deal with different situations in life, it gives us life skills.
* Etiquette enhances your individual image; it eliminates discourteous behaviour.

Etiquette helps us to be thoughtful about our conduct, it helps us to be aware of the feelings and rights of others.

Etiquette helps us to get along with others, it promotes respect.It promotes respect for people of other cultures, etiquette is culturally bound. HavingHaving good manners is not just about saying ‘please’ and ‘thank you’. It is about how you present yourself, how you behave, how you speak, how you treat others, how you think.

**Importance of Etiquettes--**

Etiquette is merely a set of guidelines for politeness and good manners, the kindnesses with which we should always treat each other. It will always matter. It helps us show respect and consideration to others and makes others glad that we are with them. Without proper manners and etiquette, the customs of polite society would soon disappear and we would act However, good behavior and manners are never out of style. Etiquette, like all other cultural behaviors, evolves to match the times. Without etiquette, members of society would show far too much impatience and disrespect for one another, which would lead to insults, dishonesty, cheating, road rage, fist fights, and a rash of other unfortunate incidents.

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The complex network of rules that govern good behavior and our social and business interactions, is always evolving and changing as society changes. It reflects our cultural norms, generally accepted ethical codes, and the rules of various groups we belong to.It helps us show respect and consideration to others and makes others glad that we are with them. Without proper manners and etiquette, the customs of polite society would soon disappear and we would act more like animals and less like people. Aggressiveness and an "every man for himself" attitude would take the lead.

In earlier times, the rules of etiquette were used for two purposes: to remind people of their own status within society and to reinforce certain restrictions on individuals within that society. Manners are different in every country, but true politeness and impact can be seen everywhere the same way. A person who is carrying goodness within him/herself, have always been dressed up in good manners and etiquettes. There is no policy like politeness- and a good manner is the best thing in the world to get a good name and valuable recognition. Good manners are a part of good morals, and we get it through by Education, Knowledge and lastly from our surroundings like home, school etc. Good manners are the art of making those around us easy and comfortable. Good manners should always begin at home. Politeness is not a jewel or cloth to be worn in all dress only to be put on, in spite of that it is that vision which everybody should have in their language, behaviour and off course in their attitude. A person always gain more by being content to be seen as he is in real than by attempting to appear what he is not really. Good manners are the result of much good sense, some good nature, and a little self-kind heart which sometimes touch the emotions, feelings and heart of others in real appreciation manner. It should be socially realized from the heart, for remembering always by everyone that the worth of manners in real sense consists in being the sincere expressions of feelings and emoting absolute emotions.