



31 Day Civility Challenge

www.civilityexperts.com



Day 1

Say hello to five people today.



Day 2

Smile often at others.

Day 3

Be courteous on public transit and offer your seat to an elder or someone in need.

Day 4

Remember to say



and thank-you.

Day 5

Make eye contact with people.

Day 6

Monitor the volume of your ipod or radio.

Day 7

Treat others with kindness.

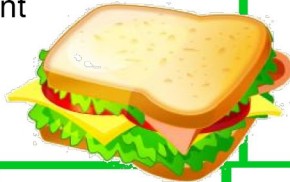
Day 8

Try to remember people's names.



Day 9

Offer constructive feedback in the form of a compliment sandwich.



Day 10

Introduce those around you.

Day 11

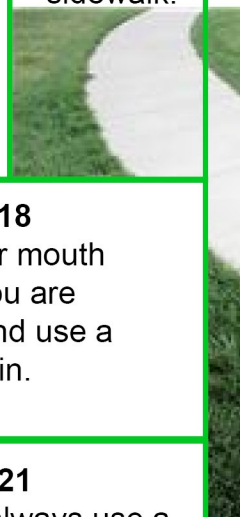
Eat in the lunch room and be social.

Day 12

Be proud of your appearance. Dress nicely.

Day 13

Share the sidewalk.



Day 14

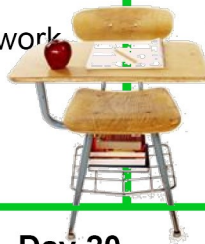
Hold the elevator door open for others.

Day 15

Be patient with others.

Day 16

Keep your work area clean.



Day 17

Make personal phone calls in private.

Day 18

Close your mouth when you are chewing and use a napkin.

Day 19

Don't interrupt others.

Day 20

Be outgoing and introduce yourself to others in social situations.



Day 21

Make sure to always use a positive tone.

Day 22

Don't litter.



Day 23

Replace empty toilet paper and paper towel rolls.

Day 24

Avoid profanity.

Day 25

Clean up your own mess.

Day 26

Set a positive example for others

Day 27

Include your co-workers in conversations.

Day 28

Leave a fair tip when dining out.

Day 29

Turn off your cell phone during meetings.

Day 30

Hold the door for others.

Day 31

Repeat!

