



### Mind Your Manners: A Guide to Good Behaviour

Robert O'Byrne

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It's the thought that counts. So, while society has changed, the need for thoughtfulness, courtesy and good manners has not. What is the etiquette for internet use, emails and mobile phone calls? How does one handle the delicate politics of flat-sharing? What are the rules for meeting through a dating agency? Mind Your Manners provides effective answers to these and many more dilemmas of modern decorum. Covering all situations - weddings, work, throwing a party, visits to a restaurant or theatre, driving - Robert O'Byrne gives witty and urbane advice on how best to behave with style in the twenty-first century. Here are practical tips for getting though Christmas with a smile on your face; being a good host ( how do you introduce Susan self-Effacing to Aileen Assured?); and dealing with a funeral (not a good time to network). Combing humorous but indispensable advice with hilarious cartoons from Merrily Harper, knowing correct conduct has never been easier.



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