

When dining socially, who is served first?

- a) The Host
- b) The Guest of Honour
- c) The Hosts Grandmother

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The best time to conduct business at a meal is...

- a) Before the meal
- b) During the meal
- c) After the meal
- d) During dessert

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At business, should you order an alcoholic beverage if your client declines?

- a) Yes
- b) No

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When dining, food should be passed...

- a) Clockwise to the left
- b) Counter-Clockwise to the right

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When leaving the table but will return, leave your napkin...

- a) On the table to the right of your place setting
- b) On your chair
- c) On the table to the left of your place setting

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While dining, may small objects such as cell Phones be placed on the table?

- a) Yes
- b) No

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If you have gristle or a pit in your mouth you should...

- a) Spit it into your napkin
- b) Swallow it
- c) Remove it discretely the same way it went into your mouth & place it on the side of your plate.

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If your utensil drops on the floor you should...

- a) Pick it up, put it on the table, then ask your server for another one.
- b) Leave it on the floor and ask your server for another one.
- c) Pick it up discretely and use it.

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If women wish to touch up make-up or reapply lipstick after eating they may...

- a) Discretely touch it up at the table.
- b) Excuse themselves and go to the restroom.
- c) Apply it openly at the table. Everyone does it.

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When the bill is placed on the table you should...

- a) Haggle over the bill to decide who pays.
- b) The person who did the inviting should be prepared to pay.
- c) Flip a coin to decide who pays
- d) Split the bill

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As Host, when the bill is presented you should...

- a) Calculate the gratuities and pay the bill discretely.
- b) Let your guest know how much they owe.
- c) Ask your guest if they have a calculator that you can borrow to calculate how much is owed.

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When eating bread and rolls...

- a) Butter the whole piece and eat it one bite at a time.
- b) Rip off one bite sized piece, butter it and eat each piece at a time

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**MORE TABLE MANNERS**

- ✔ Sit up straight; no slouching, slumping, or tipping your chair back.
- ✔ Don't touch any part of your head while eating.
- ✔ You can refuse a dish with a polite "no thank you"; you don't need to give an explanation.

**MORE TABLE MANNERS**

- ✔ Do not reach for food; ask the closest diner to pass it to you.
- ✔ If the food is served for you, eat what you can and leave the rest.
- ✔ Do not speak with food in your mouth.

**MORE TABLE MANNERS**

- ✔ Don't drink with food in your mouth.
- ✔ Don't chew with your mouth open.
- ✔ Eat quietly; avoid slurping, smacking, etc.
- ✔ Wipe your fingers on your napkin; blot your mouth with a corner of the napkin.

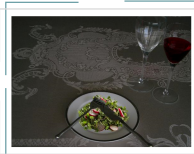
**MORE TABLE MANNERS**

- ✔ Don't push your empty plate away from you.
- ✔ Elbows may be placed on the table only when the meal is finished and plates have been cleared.
- ✔ If something is stuck in your teeth, don't pick your teeth at the table.
- ✔ Once a piece of cutlery is picked up it is never put back on the table. It rests on the edge of the plate.

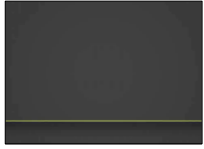
**SOUP COURSE**



**SALAD COURSE**



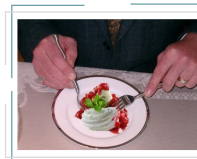
### WESTERN DINING STYLES



### MAIN COURSE



### DESSERT COURSE



### DINING MADE EASY

- ✓ Work from the outside - in on the utensils
- ✓ Work from the bottom - up on your glasses
- ✓ Your bread plate is always on your left.
- ✓ Your glasses are always on your right
- ✓ Put your napkin on your lap
- ✓ Follow your host's lead
- ✓ Only begin eating when everyone is served