



# Mind Your Manners: An Etiquette Guide for Youth and Young Adults

*Ph.d Edwardlene Fleeks Willis*

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**Mind Your Manners: An Etiquette Guide for Youth and Young Adults** Ph.d Edwardlene Fleeks Willis  
Dr. Edwardlene Willis, management consultant for adult education and social service programs and author, has a breakthrough "cure" for "bad manners". Mind Your Manners An Etiquette Guide for Youth and Young Adults, the "cure", is a book that offers helpful hints and guidelines to regulate a myriad of social and behavioral blunders. It also defines manners, shows proper home behavior, provides a guide to appropriate school decorum, outlines various party strategies, teaches general entertainment procedures, lists travel tips, and includes other significant etiquette issues such as dating, getting along with a gang, public behavior and suitable business protocol. This guide can help one improve his or her personal and social relationships. Mind Your Manners- is the result of the author's research conducted with youth and adults, as well as personal observations and experiences as a parent, teacher and administrator, and her work with community groups. Several colleges, universities, and school districts have adopted Mind Your Manners as supplementary instructional material. Bookstores, libraries, churches, and other community organizations have also acquired this unique handbook. Dr. Willis is available for interviews to administer her pain-free social prescription to your audience. She also welcomes book reviews for Mind Your Manners. She has appeared on national television and syndicated radio talk/interview programs, including "Weeknight on PBS".

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