



## **The Twenty-five Rules Of Considerate Conduct WWCC's CIVITAS Initiative**

- 1. Pay Attention**
- 2. Acknowledge Others**
- 3. Think the Best**
- 4. Listen**
- 5. Be Inclusive**
- 6. Speak Kindly**
- 7. Don't Speak Ill**
- 8. Accept and Give Praise**
- 9. Respect Even a Subtle "No"**
- 10. Respect Others' Opinions**
- 11. Mind Your body**
- 12. Be Agreeable**
- 13. Keep It Down (and Rediscover Silence)**
- 14. Respect Other People's Time**
- 15. Respect Other People's Space**
- 16. Apologize Earnestly and Thoughtfully**
- 17. Assert Yourself**
- 18. Avoid Personal Questions**
- 19. Care for Your Guests**
- 20. Be a Considerate Guest**
- 21. Think Twice before Asking for Favors**
- 22. Refrain from Idle Complaints**
- 23. Accept and Give Constructive Criticism**
- 24. Respect the Environment and Be Gentle to Animals**
- 25. Don't Shift Responsibility and Blame**

**Source: Choosing Civility: The twenty-five rules of considerate conduct  
P.M. Forni (St. Martin's Press, 2002)**