

Unit Meeting Etiquette

- **Dress for success.** Preferably in a suit or professional dress. Skin care, glamour, and nail care products should be applied carefully. Your lip color should always be fresh.
- **Crow about your accomplishments.** Share the positive and eliminate the negative.
- **Listen to the person speaking.** If you are tempted to whisper -- ask yourself, "Is it really necessary?" or "Can this wait until after the meeting" or "Would I want someone else to whisper if I were speaking?" Talking and whispering can disturb many others, including guests. It is simply rude. Thank you for not doing it.
- **Applaud the achievements of others.** What if you were recognized and no one applauded? Enthusiastic applause adds excitement to any meeting. If the meeting was dull, then ask yourself, "What could I have done to improve it?"
- **Talk about recruiting in a tactful way.** Remember, there may be guests present. You are not "working" on anyone. You are sharing the opportunity!
- **Refrain from making negative comments.** If there is a promotion you do not like, remember that voicing your disapproval is tacky. Let's be thankful for all of the prizes we win. Someone is paying for you to receive that prize. After all, what would we be getting in another career?
- **Encourage and greet new people and guests.** Make everyone feel welcome. Make it a point to bring guests each week.
- **Leave children at home.** They are wonderful, but remember that skin care parties and unit meetings are not the place for them. Others have paid to secure sitters and bringing children is unfair to those Consultants and guests.
- **Have your completed Weekly Accomplishment Sheets to hand in.** This will help me help you.
- **Come prepared to contribute to any discussion.** This will be easy if you read and study this manual, the Consultant Guide, Applause Magazines, and any other company literature.

