

10 Top Acts of Rudeness

Relationships, Rapport, Cooperation, Customers and Sales can all be destroyed and at the very least diminished by simple acts of rudeness.

The problem is many people are unaware of the fact that they are rude. To make you aware of what rudeness consists of here is list of the top 10 acts of rudeness as seen in the new book, “Get Along with Anyone, Anytime, Anywhere ... 8 keys to creating enduring connections with customers, co-workers – even kids” by Arnold Sanow and Sandra Strauss.

www.getalongwithanyone.com

1. Talking about someone behind his or her back
2. Interrupting others when they are speaking or working
3. Flaunting status or authority; acting in a condescending manner
4. Belittling someone’s opinion to others
5. Failing to return phone calls or responding to memos
6. Giving others the silent treatment
7. Insults, yelling, and shouting
8. Verbal forms of sexual harassment
9. Staring, dirty looks, or negative eye contact
10. Intentionally damning with faint praise

If you see yourself in any of the acts above, start making changes now. If you see others doing these things try to provide feedback. Many people simply don’t know they are being rude and if you don’t provide feedback they won’t know how their actions are affecting them, you and your work performance.

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