Manners make a man. They should be observed in every walk of life. At home we should respect our elders and love our younger’s. We should co-operate with each other in doing household work. We should entertain the guests who visit us.

At school we should respect our teachers. We should not make a mischief in the class. We should maintain discipline. We should be helpful to those students who are weak. We should treat all as equals.

If we are in a company, we should talk less and listen more. We should not hurt the feelings of others. Whenever somebody does us a favor, we should use the words “please” and “thank you” Good manners cost nothing, but win everything.