

THURSTON WHITAKER

Etiquette & Character Education for Youth

The Program: The Teen Etiquette Series

- Teacher's Guide & Student Workbook
- 16 Week Curriculum with Club Meetings 3 Times a Week
- Curriculum is Flexible
 - Can run program around any structure already in place
 - Each lesson within a unit is related, but stands alone
 - Can use as few as 4 weeks or as many as 16
- Youth Served
 - Has worked well with inner-city, rural and suburban youth
 - Appropriate for 5th through 12th grade
- Teacher's Guide
 - No outside material needed
 - The teacher needs no prior etiquette background to teach the lessons
- Student Workbook
 - Serves as textbook, which compliments the teacher's guide
 - Contains a journal
 - Is a keepsake
 - Can be used as a measurable outcome for funders

There are Four Units

- Unit 1 – Your Best Self
 - Includes Power Point Presentations
 - Putting Your Best Presentation Forward
- Unit 2 – Social Leadership
 - Community Service Component
- Unit 3 – Social Literacy
 - Encourages Reading and Letter Writing
- Unit 4 - Social Graces
 - Details rules of public behavior & chivalrous acts
- With some lessons, experts come to the club meetings for in class presentations
- Other lessons have out of meeting activities, i.e., the opera, the play, to utilize information learned in the lessons
- There are also scripts for members to give presentations, perhaps to those who are not in the program

After Purchase of One Set*

The Following Services are Provided via Electronic Templates:

1. **Newsletter Template** – The newsletter chronicles the student activities, which can be given to the school community, the businesses that work with the club, and funders. A template is sent electronically so that, if desired, each club can cut and paste their material.
2. **Yearbook Template** – The yearbook showcases the students' activities and presents their opinion of the club (curriculum) and how it has impacted their lives. This template is also sent electronically.
3. **Questionnaire** – If desired by teacher or program director, the students are given questionnaires at the beginning and end of the program. This will assess what they know about etiquette before and after the program.
4. **Unlimited Program Support** – If there are questions or support needed, there will be an email provided for correspondence. Program support provided via phone is also available.
5. **Measurable Outcomes** – The used workbooks, newsletters, yearbook, and questionnaires are a part of what will serve as tangible evidence of measurable outcomes. In addition, based on curriculum past performance, we provide data-related responses to measurable outcomes most commonly requested by funders.

* One set constitutes one teacher's guide and at least 10 student workbooks.