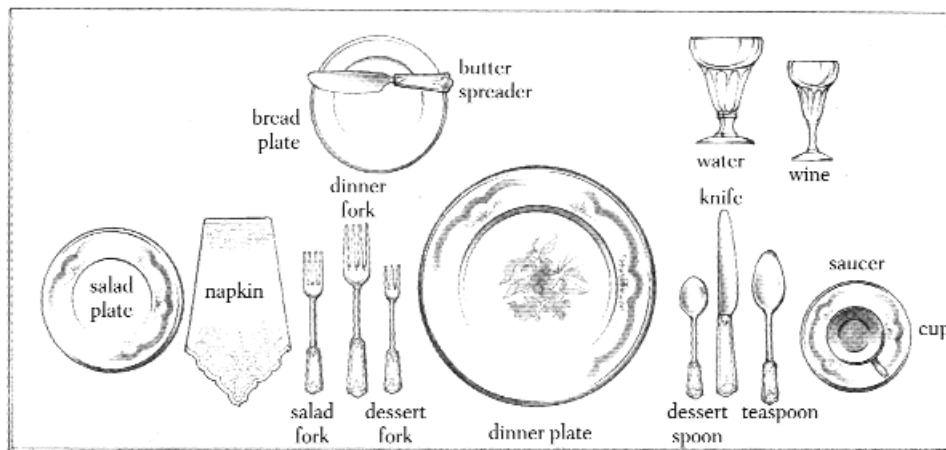


# THE ART OF ENTERTAINING

## *Etiquette in the Dining Room*



Proper table setting

*This diagram shows the proper placement for dishes, glasses, and silverware on the table. Today, we still set a table the same way.*

### *Setting the Table . .*

Place silverware and dinner plate two inches from the edge of the table so that they make a line.

Forks, except for a cocktail fork, are placed to the left of the dinner plate, while knives, spoons, the cocktail fork and other utensils are placed to the right. Utensils to be used first are furthest from the plate, and those to be used last are closest.

The water or tea glass is always placed at the top of the dinner knife.

If some of the dishes or utensils will not be needed for the meal, simply omit them from the table setting, and close in the gap if necessary.

### *Rules Before Dinner . .*

Always be on time. Remember that food is waiting and will get cold if the party is forced to wait.

Gentlemen always remove their hat upon entering a building.

The gentleman always escorts the lady on his left arm, and introduces himself first and the lady second.

### *Rules While at the Table . .*

Don't sit until the host does, unless you have been instructed to do so.

Sit straight up in your chair, never leaning back or forward. Never let your elbows touch the table.

Never do anything until the host does it first. This includes sitting, putting your napkin in your lap, picking up your fork, putting your napkin on the table, and leaving.

When bread is passed, take only one slice. Using the butter knife on the butter dish, take some butter and put it on your bread plate. Tear a bite-sized piece off your bread and butter it. Eat with delight. Continue in this manner. Never butter the entire slice of bread at once. Never cut your bread with a knife. It should always be broken by hand.

Use your utensils from the outside in. To begin the appetizer, use the fork farthest to the outside. When the next course arrives, use the next outermost fork (or utensil), and so on.

Always pass serving dishes counter clockwise.

Remember, your duty while at the table is to make sure that the people on either side of you are never bored. Keep the conversation going, and be sure to stay away from subjects which might embarrass anyone. It is always safe to ask what is happening to the other person or discuss recent stories in the news.

*From "Mrs Dunwoody's Excellent Instructions for Homekeeping" by Miriam Lukken*

## Learning More

A. Offer to set the table for a meal at home. Make sure to place the dinner plate, silverware, glasses, and napkin in the proper spot. Then try to follow the rules during the meal. After dinner, write a paragraph describing your family's reaction to your behavior and your opinion of the rules.

*Teachers:*

*Host a party for your class. Let the students practice setting the table and passing serving dishes. They should also observe the rules listed above. Then encourage a discussion about the experience. Remind them that these rules still apply today.*