

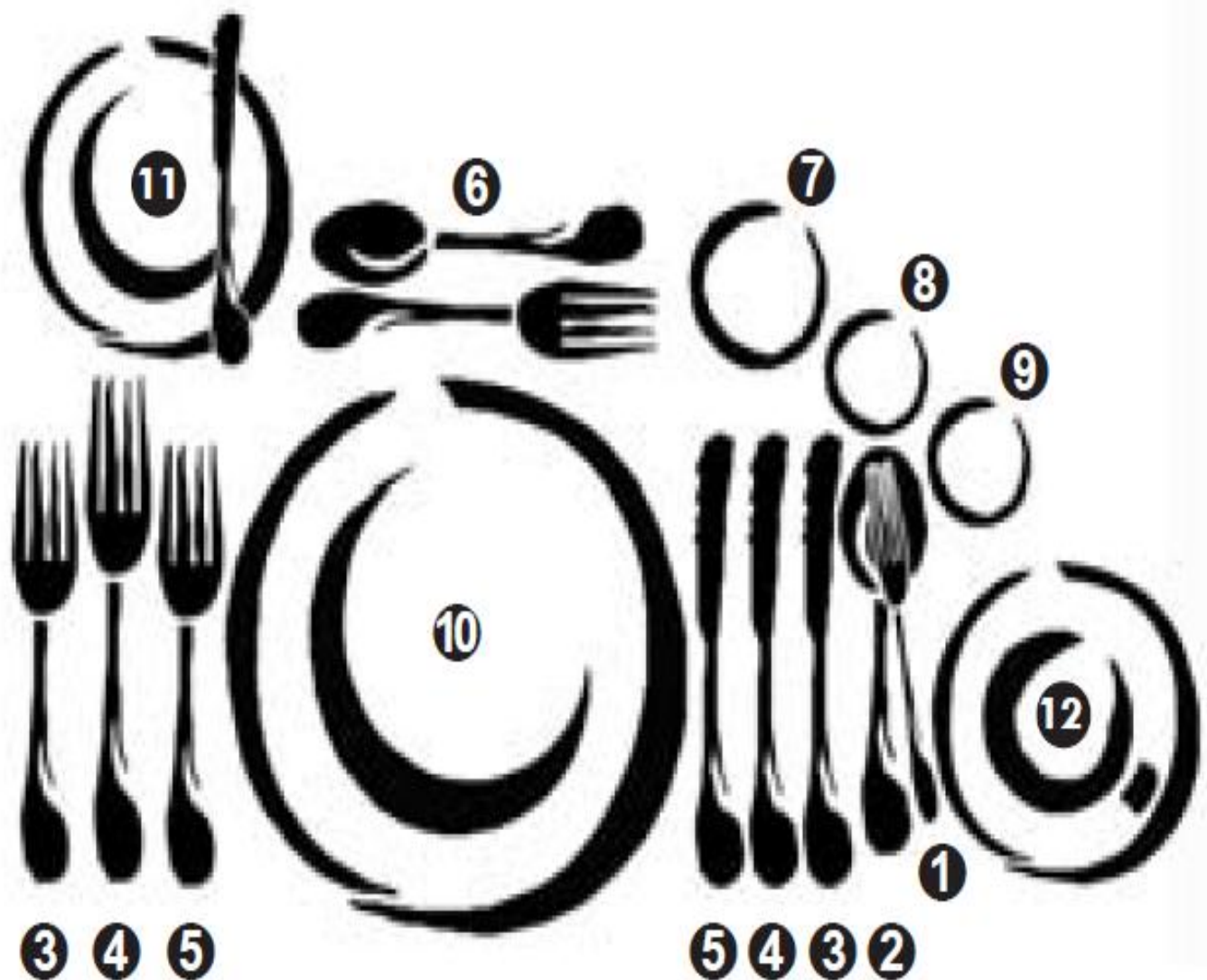


Business Etiquette Session:

DINING ETIQUETTE

2014 C.A.S.H. Program

Formal Dinner Table Setting



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|----|-------------------------|-----|----------------------------|
| 1. | Seafood Fork | 7. | Water Glass |
| 2. | Soup Spoon | 8. | Wine Glass |
| 3. | Fish Course Knife/Fork | 9. | Wine Glass |
| 4. | Meat Course Knife/Fork | 10. | Plate and/or Napkin |
| 5. | Salad Course Knife/Fork | 11. | Bread Plate & Butter Knife |
| 6. | Dessert/Coffee | 12. | Coffee Cup & Saucer |

Dining Etiquette Quiz is designed to test your knowledge of proper table behavior when dining out or with others.

1. How will the letters "b" and "d" (in that order) help you at dinner?

- a. Bread on the left, drink on the right
- b. They will remind you of good manners, or to "be docile"
- c. They will remind you to always compliment your host, "best dinner"
- d. Beverage on the left, dessert on the right

2. You should always wait until everyone is served to begin eating your meal.

- a. True
- b. False

3. When you are almost done with your soup and want to get at the last little bit, how should you do this?

- a. Keep spooning up as much as you can, then stop eating
- b. Tip the bowl slightly, then spoon up the last bit
- c. Tip the bowl and sip from the side
- d. Leave the last little bit; it's poor etiquette to get every last drop

4. If you don't drink, but wine is being served at dinner, what should you do?

- a. Turn your wine glass upside down to decline
- b. Hold your hand over the glass, and shake your head at the host or waiter
- c. Announce your desire not to drink and ask that your glass be taken away
- d. Allow the wine to be poured; there's no need to draw attention to yourself. You don't have to drink it

5. What does Miss Manners say about how you should behave while dining at home alone?

- a. You should behave as well as if you were dining with other people
- b. You should behave however you want – elbows on the table, eating without utensils, etc.
- c. You should behave almost as well as you would in public, including putting a napkin in your lap
- d. You can relax most etiquette standards, but she insists you should still sit at the table, use proper silverware and not gobble food

6. When is it proper to season your food?

- a. Never; it's an insult to the cook
- b. After your first taste
- c. Before you taste it
- d. After you've had several bites

7. When you are dining, but not currently eating, what should you do with your hands?

- a. Put them in your lap
- b. Put them at your sides
- c. They can be on the table, but with the wrists resting on the edge of the table
- d. If you're not eating, it's OK to put your elbows on the table when engaging in conversation

8. It's improper etiquette to ask for a (take home) doggy bag unless you're dining very informally.

- a. True
- b. False

9. In Continental/American dining style, you should generally hold your utensils with the same hand with which you write.

- a. True
- b. False

10. **Say you're eating a steak. How many bites should you cut at a time?**

- a. 1-2
- b. 3-4
- c. 5
- d. You will generally be excused if you cut the entire steak, especially if your dining is informal

11. **If you stop eating briefly to talk or have a drink, where should you place your utensils?**

- a. To the right of your plate
- b. To the left of your plate
- c. Fork and knife crossed at the top of your plate
- d. Above plate, placed horizontally

12. **What is the only fork you'll find to left of your plate in a place setting?**

- a. Oyster
- b. Dessert
- c. Salad
- d. Dinner

13. **When you are finished eating, where should you place your napkin?**

- a. On your chair behind you
- b. On top of your plate
- c. To the right of your plate
- d. To the left of your plate

14. **Proper etiquette rules prohibit cutting a roll, but rather you should tear the roll.**

- a. True
- b. False

15. **When passing someone an item on the table, you should pass how?**

- a. To the right
- b. To the left
- c. Directly to whoever is requesting an item
- d. Items should never be passed, and it's in poor taste to request something



American style - I'm finished position

- 1. A
- 2. B
- 3. B
- 4. D
- 5. B
- 6. B
- 7. A and C
- 8. A
- 9. A
- 10. A
- 11. C
- 12. A
- 13. C
- 14. A
- 15. B

Answers: